

2024 Volunteer Waiver of Liability and Non-Disclosure of Information

Cincinnati Computer Reuse

Thank you for volunteering to help with the Cincinnati Computer Reuse center. The mission of this non-profit organization is to provide affordable computer equipment to low-income individuals. Please read, complete, and sign the following form to participate in activities at the 49 Novner Drive, Cincinnati, Ohio 45215 site and any related activities.

By completing and signing this document you agree to the following terms. Please initial next to each section to indicate your understanding and agreement to the terms.

____ **As a volunteer**, I release and hold harmless Cincinnati Computer Reuse and their successors from all claims, costs, suits, actions, judgments and expenses upon any damage, loss or injury to me or my property which may arise from this volunteer opportunity. I acknowledge that I am fully aware of all risks posed by these volunteer activities and certify that I have no medical condition that prevents me from participating in the volunteer work, including moving heavy equipment. I assume all risks for being present and engaging in activities. I understand that I will be working in a warehouse with a forklift at times in operation. I will cooperate with all directives from team leaders and board members to ensure my safety and will dress appropriately: long pants, (no cargo pockets) closed toed shoes.

____ **Confidential Information:** All data, materials, knowledge, and proprietary information generated through, originating from, or having to do with the volunteer program or persons associated with its activities, including contractors, donors or clients, is to be considered **confidential** and is not to be disclosed to any outside party or business. This includes, but is not limited to, documents, financial information, designs, client or donor information, printed matter, policies, procedures, conversations, messages (received or transmitted), resources, contacts, email lists, and e-mail messages, whether internally between staff or outside the volunteer program.

____ **Equipment:** Volunteers may not remove any equipment capable of digital storage from the premises, i.e.; hard drives, phones, tablets, thumb drives without written consent of a Cincinnati Computer Reuse Center board member. I understand that security cameras are placed throughout the facility and that failure to comply with the standards of behavior stated on this form may result in my removal from the facility and/or legal action.

Cincinnati Computer Reuse reserves the right to revise this agreement at any time.

Signed: _____ Date: _____

Printed: _____

DOB: _____ Parent signature (if under 18) _____

Address: _____

Cell Phone: _____ Email: _____

Emergency Contact Name/Number: _____