



# Volunteer consent, waiver and photo release

Freewheels Houston volunteers repair donated used bikes that will provide mobility for people who need transportation to work, school and other destinations. Volunteering to repair bikes requires attentiveness and a commitment to master new skills.

## Age requirement

Freewheels welcomes volunteers 14 years old and older to participate without parental supervision. Younger people may participate with their parents.

## Consent and Waiver

By signing this document, I agree to comply with the following statements:

1. Safety is the most important aspect of Freewheels Houston repair days.
2. I will listen carefully to safety briefings and follow instructions from senior volunteers.
3. I will work in a cooperative manner to achieve the Freewheels goal of bringing bikes to safe, reliable operating condition.
4. If I have questions, I will discuss repair steps with a senior volunteer before starting work.
5. I will familiarize yourself with Freewheels Houston's shop safety guidelines (see reverse).
6. I will use tools for their intended purposes.
7. Before leaving the shop, I will return tools to their proper location and clean your work area.
8. I will comply with public health guidelines and Freewheels policies regarding COVID-19, including wearing a mask, maintaining social distance, working outside and using hand sanitizer frequently.

By signing below, I (as well as my assigns, heirs and next of kin) agree to indemnify and hold harmless Freewheels Houston, its employees, volunteers or agents (the "Released Parties") from any and all claims or causes of action that may arise out of the performance of assigned duties as a volunteer. I waive any right of action I have against the Released Parties in consideration of my participation as a volunteer for Freewheels Houston.

Volunteer's name (printed) \_\_\_\_\_ Phone number: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Phone number: \_\_\_\_\_

## Consent of parent or guardian for volunteers younger than 18 years old

By signing below, I, on behalf of the named minor youth, his/her personal representatives, assigns, heirs, and next of kin, agree to indemnify and hold harmless Freewheels Houston, its employees, volunteers or agents (the "Released Parties") from any and all claims or causes of action that may arise out of the performance of assigned duties as a volunteer. I waive any right of action I have against the Released Parties in consideration of the named minor youth's participation as a volunteer for Freewheels Houston.

Parent's name (printed) \_\_\_\_\_ Phone number: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Photo release:** Freewheels will not use your image or the image of the named minor youth without your consent.

I hereby authorize and consent to the use of my visual image (or the named minor youth's visual image) by **Freewheels Houston** for appropriate purposes, including but not limited to photography, videotape and digital media for use in electronic and print publications, websites and social media. I give this consent with no claim for payment.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PLEASE COMPLETE THIS FORM AND BRING IT WITH YOU FOR YOUR FIRST SHIFT**

Email: [info@freewheelshouston.org](mailto:info@freewheelshouston.org) Phone: (281) 864-0725 Form revised 03/16/2021

## Freewheels Houston shop safety guidelines

Working safely is the most important aspect of Freewheels Houston repair days and the key to a productive shift. If you have questions about shop safety at any time, please ask a senior volunteer.

Freewheels has two units in the Jessamine Business Center, 6020 Jessamine, Houston TX 77081. Unit 103 is designated for bike storage and preparation for repair. Unit 204 is designated for bike repair activities.

All volunteers are expected to follow these guidelines to ensure a safe and enjoyable experience:

1. Follow instructions from senior volunteers.
2. Give your full attention to safety briefings presented at the beginning of your shift.
3. Before you start your shift, identify the locations of First Aid Kits and fire extinguishers.
4. Advise a senior volunteer of any injuries.
5. If you have any questions about chemicals used in the shop, consult the Safety Data Sheets (SDS) in a binder near the front door of Unit 204.
6. Gloves and protective eyewear are recommended.
7. Water is available at all times. Please stay hydrated.
8. Beware of tripping hazards and slippery floors. Please clean up spills immediately.
9. If you see something unsafe, alert a senior volunteer.
10. Bikes can be heavy and unwieldy. Please take care when mounting on a repair stand. (A senior volunteer will demonstrate the proper method.)
11. Use tools for their intended purposes. If you don't know how to use a tool, ask for help.
12. Two adults must be present when volunteers under 18 years old are participating in Freewheels activities.
13. The restrooms are located next door to Freewheels Houston's space. (As you leave the shop, turn right.) The key is on a blue fob and it is kept on a hook on the metal pegboard in the rear workroom. Please return the key when you return to the shop.
14. Before the end of your shift, return tools to their proper their proper location and clean your work area.