

# VOLUNTEER LETTER OF AGREEMENT

Location: \_\_\_\_\_ Date: \_\_\_\_\_

## Volunteer Information:

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

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

Email: \_\_\_\_\_

## Organization Information:

Organization Name: \_\_\_\_\_

Address: \_\_\_\_\_

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

Email: \_\_\_\_\_

## Volunteer Role and Responsibilities:

The Volunteer agrees to perform the tasks and duties assigned by the Organization, which may include but are not limited to: assisting with events, providing administrative support, outreach activities, and other volunteer services as needed. The Volunteer commits to conducting themselves in a professional and responsible manner at all times.

## Term of Volunteering:

This Agreement shall remain in effect until the Volunteer or Organization terminates the volunteer relationship by providing written notice to the other party. Either party may terminate this Agreement at any time without cause.

## Volunteer Status:

The Volunteer understands and agrees that they are not an employee of the Organization and will not receive compensation or benefits. The Volunteer is responsible for their own taxes and any other statutory obligations arising from this volunteer relationship.

## Confidentiality:

The Volunteer agrees to maintain the confidentiality of any proprietary or confidential information obtained during the course of volunteering and not to disclose such information to any third party without the Organization's prior written consent.

## Liability and Insurance:

The Volunteer acknowledges that they volunteer at their own risk. The Organization is not liable for any injury, loss, or damage incurred by the Volunteer except to the extent mandated by applicable Canadian law. The Volunteer is encouraged to maintain personal insurance coverage.

## Compliance with Policies:

The Volunteer agrees to abide by all applicable Organization policies and procedures, including health and safety guidelines and codes of conduct.

**Governing Law:**

This Agreement shall be governed by and construed in accordance with the laws of the Province or Territory where the Organization operates, and the laws of Canada applicable therein.

**Entire Agreement:**

This Agreement constitutes the entire understanding between the parties with respect to the volunteer relationship and supersedes all prior discussions, agreements, or understandings of any kind.

**Signatures:**

**VOLUNTEER SIGNATURE**

**ORGANIZATION REPRESENTATIVE SIGNATURE**

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

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

Printed Name: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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

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

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