

Appendix G – Volunteer Application Form template

Insert your organisation name / logo

Volunteer Application Form

If you would like to become a volunteer please fill in this form and post or email it to:

Name

Address:

.....

Email:

For more information or help to fill in the form phone **xxxx** on **xxxx** or email **xxxx**

Your name			
Your address			
Post code			
Your email			
Your phone	Daytime:	Evening:	Mobile:
Your occupation	<i>(If applicable)</i>		
Which tasks would you like to help with? <i>(tick all that apply) Event...</i>			
• Front of house	<input type="checkbox"/>	• Marketing and sales	<input type="checkbox"/>
• Supporting and hosting artists	<input type="checkbox"/>	• Back stage	<input type="checkbox"/>
• Planning and administration	<input type="checkbox"/>	• Food and drink preparation	<input type="checkbox"/>
What is your past work experience and qualifications that are relevant to volunteering with us?			
Tell us about the skills you have and may use as a volunteer:			

Do you have an NZ driver's licence? Yes / No Type of licence:	Do you have your own transport? Yes / No Are you willing to use your own transport as part of your role? Yes / No
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What time are you able to give to our organisation? *(Please circle)*

Weekly / Monthly

One-off-event exhibitions / projects / productions

Which times are you able to give our organisation? *(Please circle)*

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Morning / Afternoon	Morning / Afternoon	Morning / Afternoon	Morning / Afternoon	Morning / Afternoon	Morning / Afternoon	Morning / Afternoon

Do you have any medical conditions that could affect your work or safety as a volunteer?

Yes / No

If yes, please give details:

How did you find out about volunteering with us?

I consent to you contacting these people to do a reference check:

Referee One:

Name: Relationship:

Phone: Email:

Referee Two:

Name: Relationship:

Phone: Email:

The information I have given on this form is true and correct. I agree that [Organisation name] can keep electronic and hard copy records of my information.

Signed: Date:

Volunteer