



**Application for Volunteer Services**

**PAY-IT-FORWARD HOUSE NFP  
719 SOMONAUK STREET  
SYCAMORE, IL 60178**

Your name: \_\_\_\_\_ Month of birth: \_\_\_\_\_

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

City, State & Zip: \_\_\_\_\_

How long at this address? \_\_\_\_\_ E-mail address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Current employment:

Type of work \_\_\_\_\_ Job Title \_\_\_\_\_

What type of work have you done in the past?

Type of work \_\_\_\_\_ Job Title \_\_\_\_\_

What other volunteer work are you currently doing or have you done in the past?

*Dates                      Organization - Name & Address                      Assignments:*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please provide two (2) personal references that we may call:

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

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Relationship: \_\_\_\_\_

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

Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

Relationship: \_\_\_\_\_

Emergency Contact Information:

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

Relationship: \_\_\_\_\_

I certify that the information contained in the Application is true and complete to the best of my knowledge. I give consent to the persons given as references to respond to verbal or written request for further information.

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

How did you hear about our organization?

- Friend \_\_\_\_\_  
 (Friend's name)  
 Other: \_\_\_\_\_
- Local Newspaper       Phone Book  
 Kindred Hospital       Live in area

Do you have any physical limitations that may interfere with the specific work in which you are interested?\_  
 If yes, please explain: \_\_\_\_\_

I am interested in volunteering for the following activities. Please check all that apply.

	✓	Activity	Description
1.		<b>Friendly Face/Greeter</b>	Work a 3.5 hr. shift (M-Th 11am-2:30pm or 2:30pm-6pm, or Friday and Saturday 11-2:30pm ), must be able to go up and down stairs comfortably, give tours of house to visitors and prospective guests, check in/out guests, etc. (Bring a book or another activity, as shifts are occasionally very quiet.)
2.		<b>Last minute fill in</b>	Available to work an extra shift as needed
3.		<b>Cleaning crew</b>	Periodic deep cleaning of house
4.		<b>Cookie Committee</b>	Bake 2 batches of cookies once a month for a 3-month period. You will receive a reminder card with your scheduled weeks.
5.		<b>Fund Raising</b>	Assist and plan fund raising activities and opportunities
6.		<b>Special Events</b>	As needed to plan and organize special events
7.		<b>"Extra hand" at events</b>	Occasional help for special activities & events
8.		<b>Lawn care</b>	Mow lawn
9.		<b>Gardening</b>	Assist with upkeep of the yard - planting, watering, weeding, etc.
10.		<b>Snow removal</b>	Clear driveway & sidewalks after a snowfall

I have these special skills and interests. Please check all that apply.

	✓	Special Skills/Interest	Description
A.		<b>Word Processing/ Desktop publishing</b>	Occasional help with brochures, newsletter, mailings, etc.
B.		<b>Data Entry</b>	Future help maintaining our database
C.		<b>Graphic Arts</b>	Occasional help with signs, brochures, etc.
D.		<b>Solicitation/Fundraising</b>	Help with procuring supplies, financial help, repairs, etc.
E.		<b>Cooking/Catering</b>	Provide food for events
F.		<b>Translator - Language:</b>	Occasional assistance for non-English speaking guests
G.		<b>Handyman</b>	Assist with general house maintenance and repairs
H.		<b>Painting</b>	Interior, exterior, maintenance or decorative (circle choices)
I.		<b>Electrical</b>	Occasional help with electrical projects and repairs
J.		<b>Plumbing</b>	Occasional help with plumbing projects and repairs
K.		<b>Roofing</b>	Occasional help with roofing projects and repairs
L.		<b>Carpentry</b>	Occasional help with carpentry projects and repairs
M.		<b>Woodworking</b>	Occasional help with woodworking projects and repairs
N.		<b>Other-list your specialty</b>	

For more information, please visit our website: [www.payitforwardhouse.org](http://www.payitforwardhouse.org) or contact Diane McQueen, 815-899-8878, [dianemcqueen@comcast.net](mailto:dianemcqueen@comcast.net) or Lois Self, 815-751-6152, [lois.self@gmail.com](mailto:lois.self@gmail.com).