



**CARROLL COUNTY  
DEPARTMENT OF ENTERPRISE & RECREATION SERVICES**

**VOLUNTEER REGISTRATION FORM**

(please print all information clearly - instructions on reverse side)

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/STATE/ZIP \_\_\_\_\_

PROGRAM(S) \_\_\_\_\_

VOLUNTEER JOB(S) \_\_\_\_\_

**RECREATION COUNCIL/FACILITY**

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> ARTS COUNCIL         | <input type="checkbox"/> NEW WINDSOR REC. COUNCIL   | <input type="checkbox"/> SPORTS COMPLEX            |
| <input type="checkbox"/> BEAR BRANCH N.C.     | <input type="checkbox"/> NORTH CARROLL REC. COUNCIL   | <input type="checkbox"/> TANEYTOWN REC. COUNCIL    |
| <input type="checkbox"/> CHARLES CARROLL R.C. | <input type="checkbox"/> PINEY RUN NATURE CENTER  | <input type="checkbox"/> THERAPEUTIC REC. COUNCIL  |
| <input type="checkbox"/> DEER PARK REC. CO.   | <input type="checkbox"/> PINEY RUN PARK   | <input type="checkbox"/> UNION BRIDGE REC. COUNCIL |
| <input type="checkbox"/> EQUESTRIAN COUNCIL   | <input type="checkbox"/> PLEASANT VALLEY REC. CO.   | <input type="checkbox"/> WESTMINSTER REC. CO.      |
| <input type="checkbox"/> FARM MUSEUM          | <input type="checkbox"/> SANDYMOUNT REC. COUNCIL  | <input type="checkbox"/> WINFIELD REC. COUNCIL     |
| <input type="checkbox"/> FREEDOM AREA REC. CO | <input type="checkbox"/> SENIORS IN ACTION  | <input type="checkbox"/> WOODBINE REC. COUNCIL     |
| <input type="checkbox"/> HASHAWHA ENV. CTR.   | <input type="checkbox"/> DEPARTMENT OF ENTERPRISE & RECREATION SERVICES ADMINISTRATIVE OFFICE |  |
|   | <input type="checkbox"/> OTHER WORK SITE (PLEASE LIST) _____                                  |  |

**NOTICE REGARDING CRIMINAL BACKGROUND CHECKS**

The County Commissioners of Carroll County, through its Department of Enterprise & Recreation Services may require a comprehensive criminal background check in accordance with the Family Law Article of the Annotated Code of Maryland, Section 5-561 to end.

## VOLUNTEER REGISTRATION FORM

### INSTRUCTIONS

1. **WHO NEEDS TO COMPLETE THIS FORM** - All Department of Enterprise & Recreation Services volunteers who serve on a regular basis (more than one day) for their recreation council or facility are required to complete this form. Each volunteer should list his or her name, street address, city, state and zip code. If more than one family member serves as a volunteer, a separate form must be completed by each volunteer. This includes students who may be completing volunteer service hours for school.
2. **PROGRAM(S)** - Each volunteer must list each program (or programs if more than one) in which they are involved. Example: A volunteer who coaches soccer, basketball and baseball would list all three programs on one form.
3. **VOLUNTEER JOB(S)** - Each volunteer that performs a specific task or job that is not associated with an individual program or activity should list the name of that job. Example: Tour guide at the Farm Museum, receptionist at Nature Center, etc.
4. **RECREATION COUNCIL/FACILITY** - Each volunteer must check each recreation council or facility in which they provide service on a regular basis. If their place of work is not listed, please check OTHER and list work site.
5. **WHAT DO I DO WITH MY COMPLETED FORM** - Completed volunteer registration forms may be returned to the Department of Enterprise & Recreation Services' administrative office by any of the following methods:
  - A. Drop off or mail to Carroll County Department of Enterprise & Recreation Services, 225 N. Center St., Room 100, Westminster, MD 21157
  - B. Return to your program's chairperson/coordinator or your recreation council's Community Coordinator
  - C. Return to any full time Department staff member who may be in attendance at a recreation council meeting.
6. **IF YOU HAVE ANY QUESTIONS CONCERNING THIS PROCESS AND NEED ADDITIONAL INFORMATION** - For more information, please contact Jeff Degitz in the Department of Enterprise & Recreation Services at (410) 386-2103.