

VOLUNTEER AGREEMENT LETTER

Location: _____ Date: _____

Volunteer Information:

Full Name: _____

Address: _____

Phone/Email: _____

Organization Information:

Organization Name: _____

Contact Person: _____

Address: _____

Phone/Email: _____

Volunteer Role and Responsibilities:

The Volunteer agrees to perform the duties and responsibilities assigned by the Organization as indicated in the role description. The Volunteer commits to carrying out these tasks with due care, skill, and attention in compliance with all applicable laws and policies of the Organization.

Duration of Volunteering:

The voluntary engagement shall commence upon mutual agreement and continue until terminated by either party in accordance with the termination clause herein.

Confidentiality:

The Volunteer acknowledges that during the course of volunteering, they may have access to confidential information. The Volunteer agrees not to disclose such information to any third party without prior written consent from the Organization, both during and after the term of volunteering.

Health and Safety:

The Organization will take all reasonable steps to provide a safe volunteering environment in accordance with UK Health and Safety regulations. The Volunteer agrees to follow all safety procedures and to report any hazards or incidents promptly.

Insurance:

The Organization shall maintain appropriate insurance coverage for volunteers as required by law. The Volunteer is responsible for their personal insurance including any personal injury or loss.

Data Protection:

The Organization will process personal data of the Volunteer in accordance with the UK Data Protection Act 2018 and UK GDPR. Personal information will only be used for purposes related to volunteering and will not be shared unlawfully.

Termination:

Either party may terminate this agreement at any time by providing written notice to the other party. Upon termination, the Volunteer agrees to return any property or materials belonging to the Organization without delay.

No Employment Relationship:

This agreement does not create a contract of employment. The Volunteer is not entitled to remuneration, benefits, or workers' compensation, other than as may be provided by law or the Organization's policies.

Governing Law and Jurisdiction:

This agreement shall be governed by and construed in accordance with the laws of England and Wales. Any disputes arising under or in connection with this agreement shall be subject to the exclusive jurisdiction of the courts of England and Wales.

Volunteer Declaration and Signature:

I, the undersigned Volunteer, have read, understood, and agree to the terms and conditions of this Volunteer Agreement Letter. I confirm that I am volunteering freely and voluntarily, and that I have the capacity to enter into this agreement.

VOLUNTEER SIGNATURE

ORGANIZATION REPRESENTATIVE SIGNATURE

Signature: _____

Signature: _____

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