



THE BELMONT-REDWOOD SHORES
PUBLIC SCHOOL FOUNDATION

Volunteer Agreement For Volunteers With Access to Donor Records

As a volunteer for School-Force, the Belmont-Redwood Shores Public School Foundation, I understand and agree to the following:

1. School-Force is a professional education foundation with solid governance and a positive image in the community for providing financial support to the Belmont Redwood Shores School District. I will strive to maintain this in all my volunteer efforts.
2. I acknowledge that I am serving as a volunteer and, therefore, will not be entitled to compensation for the services that I render. I also will not be entitled to reimbursement for any expenses which I incur in rendering these services unless School-Force approves of these expenses and entitlement to reimbursement for them in writing and in advance. I acknowledge that I am providing services as a volunteer solely for charitable purposes in furtherance of the mission of School-Force, and I agree to provide such services without the intent or expectation of deriving any financial benefit for myself or any other person or entity.
3. I acknowledge that School-Force donors have expectations regarding the confidentiality of their contact information, donation history, financial details and other identifiable personal information. School-Force maintains reasonable steps to avoid the improper disclosure of information that it receives from its donors, and endeavors to provide this information only to those of its volunteers, employees and consultants who have a need to know that information. I will do everything I can to ensure that School-Force can keep the trust of its donors by keeping this data private using it only as required for the operations of School-Force.
4. The School-Force databases and mailing lists to which I will have access are of critical value to School-Force. I will ensure that the School-Force database and mailing lists are used solely for the purpose of running School-Force (and never for my own personal benefit or financial gain) and not for any other purposes unless approved by the School-Force Board of Directors. I agree not to disclose information that is contained in the School-Force database and mailing lists without the authorization of the President of School-Force, and will only use this information as I am directed by the President or a designee of the President of School-Force. This section will not apply to any information that becomes known to the public.



School-Force!

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5. To ensure security, School-Force cannot share logon IDs across multiple people, unless approved by the President of School-Force. I agree to not give my logon ID or password for any School-Force system to anyone else.

6. My status as a volunteer can be terminated by me or School-Force at any time and for any reason at our sole discretion by providing notice to the other party. At the time of termination, my logon ID and password will be cancelled.

I am excited to volunteer for School-Force and pledge to help School-Force grow and be successful.

Signature

Date

Volunteer Name:

(Printed)

FOR INTERNAL USE ONLY

Role: _____ (volunteer role assigned)

Logon ID: _____ (e.g. name@schoolforce.org)

User Profile: _____ (Salesforce.com profile)

Date Setup: _____ (mm/dd/yy)

Setup By: _____ (printed name)