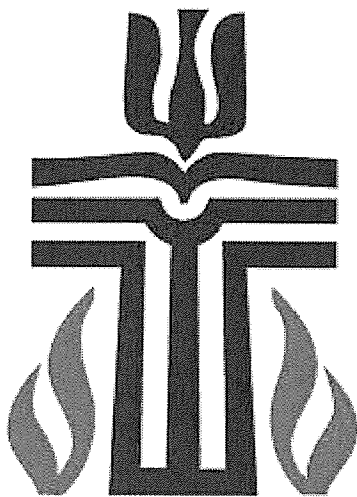


**“OUT OF CHAOS.... HOPE”**



**VOLUNTEER VILLAGE POINT PLEASANT BEACH  
HANDBOOK AND REGISTRATION PACKET (v11)**

**Point Pleasant Presbyterian Church**

**701 Forman Avenue**

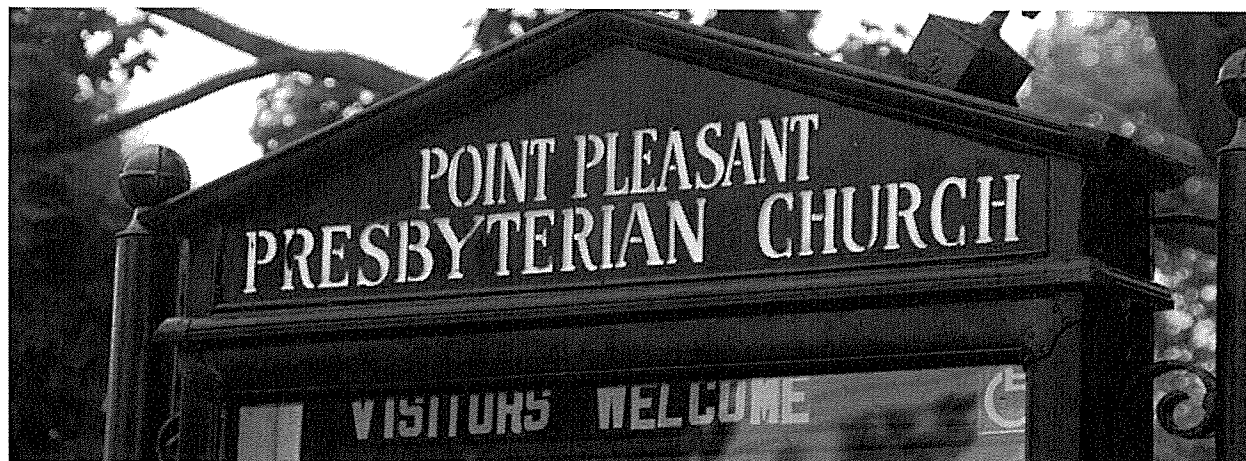
**Point Pleasant Beach, NJ 08742**

**(732) 899-0587**

**[www.pointpresbyterian.org](http://www.pointpresbyterian.org)**

**The Rev. Carl Wilton, Pastor**

**The Rev. Linda Chase, Associate**



## **Table of Contents**

<b>Introduction</b>	<b>Page 3</b>
<b>Contact/Fees/Facilities/Lodging</b>	<b>Page 4</b>
<b>Meals and Food</b>	<b>Page 5</b>
<b>Age Restrictions/Minors</b>	<b>Page 6</b>
<b>Work Projects/Tools</b>	<b>Page 7</b>
<b>Will We Have Free Time?</b>	<b>Page 8</b>
<b>Things to Know Before coming to Pt Pleasant Beach</b>	<b>Page 8</b>
<b>Things you need to do before coming to Pt Pleasant Beach</b>	<b>Page 9</b>
<b>Personal Packing List</b>	<b>Page 11</b>
<b>General Housekeeping Rules</b>	<b>Page 13</b>
<b>Registration Check List</b>	<b>Page 14</b>

### **Attachments:**

<b>Form One</b>	<b>Volunteer Work Group Information Form</b>
<b>Form Two</b>	<b>Medical Information for Individual Volunteers</b>
<b>Form Three</b>	<b>Individual Release of Liability Form</b>
<b>Form Four</b>	<b>Individual Volunteer Skill Form</b>
<b>Form Five</b>	<b>Parent Release and Consent Form</b>
<b>Form Six</b>	<b>Medical Release Form for Minors</b>
<b>Form Seven</b>	<b>Group Skills Summary Form</b>

## **RESTORATION AND RECOVERY VOLUNTEER VILLAGE IN POINT PLEASANT BEACH**

### **Introduction –**

On September 2, 1609, Henry Hudson and the crew of his ship, Half Moon, noticed Point Pleasant Beach on their way north to explore the Hudson River. Crewmember, Robert Juet, noted in his journal, "This is a very good Land to fall with and a pleasant Land to see." The Borough of Point Pleasant Beach was established 277 years later on June 2, 1886.

Originally a seashore playground for the Native American people, the Lenni- Lenape Indians, settlers arrived during the 1700's. Fishermen and farmers by trade, many owned hundreds of acres of land. Summer tourism began in the early 1800's, when Thomas Cook, Jr. opened his farmhouse, on the site of the current Antrim Elementary School, to boarders.

Captain John Arnold did the most to establish Point Pleasant Beach as a destination for visitors in the 1870's, when he retired from a career at sea and bought land. In 1870, he built a roadway to the ocean, now known as Arnold Avenue. In 1875, he was instrumental in building the first bridge over the Manasquan River to Brielle. Later, he convinced the Central Jersey Railroad to extend its service to Point Pleasant Beach by giving it right-of-way, land for a depot, and about \$6,000 cash. On July 3, 1880, the first passenger train rolled into Point Pleasant Beach.

Boardwalk enthusiasm came relatively late. In the earliest years, visitors focused their attention on the Manasquan River, cedar groves and farmhouses; but eventually, wanted to be near the ocean. The first beachfront pavilion was constructed on Atlantic Avenue in 1880. Ten years later, the first boardwalk was built—a flimsy, portable structure. It washed away within two years. In 1897, the decision for privately owned beaches in Point Pleasant Beach was made when, as noted in the August 16th Council minutes, "Ownership of the Beach was turned down by the Council because of the extreme cost to the Borough for maintenance."

The first permanent boardwalk, which ran between Philadelphia and Central Avenues, came in 1915. It would eventually be expanded to run the entire length of Point Pleasant Beach; but was shortened to its present length by the hurricane of September 1938, which destroyed the southern portion. The boardwalk was slowly transformed from a place to stroll to an active amusement area. It was already the long-time home of a merry-go-round and several other amusements when, in the late 1920's, Orlo Jenkinson built Jenkinson's Pavilion and Swimming Pool. The boardwalk pavilion became the place to go for a night of sophisticated dancing to well-known big bands. Sometimes, a live nationally broadcast radio hookup added to the excitement.

Nowadays, Point Pleasant Beach has a thriving downtown business district, hosting diverse shopping experiences, as well as premiere antique establishments. It is famous for its annual Seafood Festival in September. The Boardwalk is home to a first class aquarium, as well as rides, arcades and diverse dining experiences, ranging from the traditional sausage sandwich to sushi.

Point Pleasant Beach is the northeastern-most town in Ocean County. Monmouth County is located just across the Manasquan River to the north.

### **Hurricane Sandy: The Superstorm**

After cutting a destructive path through the Caribbean, Hurricane Sandy caused extensive damage along the East Coast. Sandy made landfall in southern New Jersey on October 29, 2012 and brought with it major flooding, travel disruption, structural damage, and major power outages. The Jersey Shore is considered "ground zero" for major devastation, and Ocean County, where PPC is located, is the most seriously impacted county in the state. The storm system was so large --- nearly 1,000 miles wide at times -- it brought blizzard conditions to West Virginia and 20 foot waves to Lake Michigan. It is projected Sandy will have caused about \$30 billion in damages in the United States. To date, the storm has claimed more than 100 lives.

Since those terrible couple days, thousands of people and organizations throughout the country and world have extended prayers, sent aid, and volunteered to assist us in various stages of disaster relief, recovery, and ***"Restoring the Shore"***.

## **POINT PLEASANT BEACH PRESBYTERIAN VOLUNTEER VILLAGE CONTACT:**

**Frank Jones - VOLUNTEER VILLAGE COORDINATOR**

**732-580-1857 cell**

**Frank.jones@hds.com**

## **Facilities/Lodging/Fees**

Point Pleasant Presbyterian Church Education Annex building will offer Christian hospitality to church Volunteer Work Groups and organized volunteer groups desiring to come to Point Pleasant Beach to participate in restoration and rebuilding efforts at the Jersey Shore. The Church's facilities and capabilities are as follows:

- **Lodging cost is \$20/person/night for each person in the group. This is to offset the cost to the church of hosting (utilities, food, cleaning, maintenance, etc.) The lodging fee is due within 30 days prior to arrival at**

**the host site. The fees can be paid via check or money order. The host site does not have cash on hand. Please make checks out to “PPPC”.**

- Sleeping space with bunk beds with extra-long twin size mattresses for 36 people in 3 rooms (there are a few extra beds to allow flexibility for accommodating different numbers of men and women.).
- Restroom facilities for men and women.
- (4) Showers
- A fully equipped kitchen for use by Volunteer Work Groups.
- Wi –fi for your personal computer.
- There are no laundry facilities onsite but a Laundromat is located nearby.
- The church is located in the heart of the Jersey Shore with many restaurants, stores and amusements nearby. Most familiar big-box stores (Costco, Wal-Mart, K-Mart, Target, Lowe’s, Home Depot) are located within a 15-minute drive. A Stop & Shop supermarket is 3 blocks away, and a larger Shop-Rite supermarket 2 miles north. The local train station is 5 blocks away (North Jersey Coast Line of New Jersey Transit, with service to Newark Liberty International Airport, New York City’s Penn Station and points in between). The Atlantic Ocean beach is only 6 blocks away from the church.
- Variety of board and card games
- Close proximity to the interstate highway system (I-195) and the Garden State Parkway toll road, exit 98 coming Southbound, exit 90 coming Northbound.
- The Volunteer Village can house a 36-member group. In the event that a group has significantly fewer than 36 members, PDA’s National Call Center will likely schedule an additional group or groups to bring occupancy up to full capacity.

*Important Note: The Church daily operates a pre-school (during normal school calendar of early Sept to early June) in the lower level of the Education Annex building and Volunteers are not permitted in the downstairs area. Also, Volunteers are not to be in the building between 7:45 am and 1:30 pm. This is to avoid potential interaction with nursery school children and families that might cause anxiety over safety.*

## **Meals and Food:**

- Sunday - Groups are asked to arrive between 4:00 and 6:00 pm on Sunday. The church will serve a welcome meal for the group at 6:00, unless prior arrangements have been made for a late arrival. In case of late arrival, please advise the church of the time of arrival and whether or not food should be left to be warmed up, or whether the group prefers to eat while on the road.
- Monday – Friday : The church will provide food for breakfast and lunches for the group based on the size of the group arriving.
- Dinners - Monday dinner thru departure - Groups are expected to shop and prepare their own dinners. Some basic staples such as ketchup, mustard, mayonnaise, butter, salad dressings, etc. may be provided. Please check the refrigerator and pantry before shopping. Also, a lanyard with local shopping venue discount cards is hanging in the kitchen for your convenience; please return it after each use.

- The church is glad to provide local restaurant recommendations in case the group wishes to eat out one evening (which helps the local economy).
- On Thursday evenings, groups are warmly invited to eat dinner at Mary's Table, a weekly free meal program offered by St. Mary's By-the-Sea Episcopal Church across the street. The hosts at Mary's Table shop during the weekend prior, so they ask that you contact them to let them know whether you anticipate dining with them during your visit and your head count. Please contact them through their meal coordinator Laurie Clayton ([claytombs@netzero.com](mailto:claytombs@netzero.com); 732-600-5454 – phone for last minute change only). Entrance to the St. Mary's church hall is off Atlantic Avenue.
- The kitchen contains a stove, ovens, refrigerator, freezer and high-speed commercial dishwasher (which has a soap dispenser - no need to purchase dishwasher soap). A designated member of the group must be trained in the operation of the stove and dishwasher. Otherwise, dishes should be washed by hand.
- Groups are encouraged to take the eco-friendly option of using the church's ceramic dishes and stainless-steel tableware rather than disposable items. Groups are encouraged to either bring cooks with them as part of their team, or to plan to have some workers return early each day to prepare meals. In the event that more than one volunteer work group is housed at the church at the same time, group leaders will work out joint duty rosters so cooking duties are shared.
- Leftover food items in unopened packages may be left behind for the next group to use, or as donations to the local food pantry. All food in opened containers must be disposed of at the end of your visit.

### **Typical Check-in and Schedule:**

#### **Sunday**

- Teams are expected to arrive Sunday between 4:00pm and 6:00pm (or notify the church in advance of a planned late arrival)
- Group Dinner planned for 6pm
- Orientation and Safety Briefing planned for 7pm

#### **Monday**

- Volunteer Group meeting with Jersey Cares at their office on work projects typically 8:30-9:00 am
- Depart for work sites

### **Check-out time:**

- Groups typically depart on Friday after work or Saturday by 10:00 am.

## Age Restrictions:

- Youth under age 14 are not permitted.
- Youth ages 14-17 must be accompanied by adults on a ratio of no more than 5 youth to 1 adult. (with adults capable of directing youth in construction work, not simply chaperoning). In all cases, adults are required to practice “two-deep leadership” insuring that there are at least 2 adults present with any individual youth at all times.
- Youth may not operate any heavy machinery or power tools under State of NJ regulations

## Work:

**What will Volunteer Work Groups do?** Each Volunteer Work Group will typically divide into work crews no larger than 6 people, each containing at least one person with basic construction skills who will serve as crew leader. Groups should provide enough vehicles to get to different work sites (work sites will be within a 25-mile radius of the church, but typically much closer)

At present, the **Point Pleasant Presbyterian Church (PPPC)** is working with a NJ based non-profit organization called **Jersey Cares** arranging for work sites and doing project planning. Jersey Cares is supplying the majority of the work projects and daily management of the volunteers at the work sites. In addition Jersey Cares and the church is working with the **Ocean County Long Term Recovery Group (OCLTRG)** and the **United Way** in providing work projects for the volunteers.

Groups will be matched to specific projects according to their skills.

**It is important to understand that Volunteer Work Groups are not employees, agents, or representatives of Point Pleasant Presbyterian Church and the Church is not responsible for the activities or conduct of the Volunteer Work Group or their members.** In this endeavor, the Church is functioning only in the capacity of a host site for the Group and not as a sponsor, supervisor, or director of any Group's activities with any particular project or work site.

**NOTE:** Any Mission/Volunteer Group that desires to come to Point Pleasant Beach and utilize the Church's host site amenities set forth herein must first make contact with the **Presbyterian Disaster Assistance Call Center at (866) 732-6121.**

## Types of Work Projects

The following is a representative list of the types of work projects that need to be done during your Group's visit to Point Pleasant Beach. This is by no means all inclusive:

- Muck-outs and cleaning of damaged homes.
- Framing, building repairs, such as installation of subfloors, drywall and trim.

- The demolition of interior and/or exterior of structures.
- Painting
- Debris removal. Note debris removal can mean anything from small items to items weighing well over 100 pounds.

Typical work day:

6:30 a.m. – 7:30 a.m.: Breakfast, morning chores

7:30 a.m. – 8:00 a.m.: Head out to work sites

8:00 a.m. – 4:00 p.m.: Work

4:00 p.m. – 5:30 p.m.: Showers

6:00 p.m. – 11:00 p.m.: Dinner, free time, devotions, etc.

NOTE: No Group member or Group should attempt to engage in any activity for which a skilled license is required by State or local governments (i.e., plumbing, electrical work including HVAC without having first obtained the proper local or state license).

## **Tools and Construction Materials**

- Groups are encouraged to supply their own tools and equipment; however PPPC and Jersey Cares has put together a fairly extensive tool lending library. It is the group's responsibility to sign out borrowed tools and then make sure to return them before the end of their stay.
- The Church will not be the primary provider of construction materials. Homeowners, or other charitable organization, are expected to provide any construction materials required and have them onsite prior to a work project.

## **Will we have free time?**

Groups planning to take time off for recreation during the summer season (Memorial Day through Labor Day) are advised that access to public beaches in New Jersey requires a daily beach badge that sells for as much as \$8 per person, depending on the municipality. Bathing beaches are staffed with lifeguards from 10:00 a.m. 'til 5:00 p.m. daily during the summer season. The Point Pleasant Beach Boardwalk and Jenkinson's Amusements (a family-friendly amusement area) are six blocks from the church.

## Things you need to know before coming to Point Pleasant Beach

### Group Liability

Groups are required to present a **Certificate of Liability Insurance** with their registration materials and prior to their arrival at the host site. All volunteer groups (student and civic) must present liability insurance.

### Safety Practices

Groups and their members engage in activities at their own risk so it is important to carefully assess the capabilities of each Group member. Prudent safety procedures should be practiced at all times. Training and safety procedures are the responsibility of the Volunteer Work Group.

### Transportation/Parking

- Groups must supply their own transportation to and from Point Pleasant Beach and to the project site.
- Parking at the church is limited, but sufficient parking is available on surrounding streets, and especially in the free municipal parking lot one block north (Behind the Valentine House).
- Parking is not permitted in either the church's small parking lot nor in the Manse driveway adjacent to the Education Annex, although the driveway may be used for loading and unloading.
- There is no parking for RVs. The nearest commercial campground is over 10 miles away. Allaire State Park offers trailer camping facilities and is 8 miles away.
- Up to one bus may be parked in the free municipal lot. Use of buses is discouraged, unless the group also has a sufficient number of cars to get volunteers to several different work sites (it is unlikely that groups larger than 6 will be assigned to the same work site, and some sites may be as far as 25 miles away).

### Alcohol, Non-Prescription Drugs, Tobacco Use

- The use of alcohol, recreational drugs, and drug paraphernalia, are prohibited and are not to be purchased, stored, or consumed at the Church's Volunteer Village or the work site.

- Smoking is prohibited in the Church's buildings at all times. Please use designated areas on the Church grounds only. There are designated smoking areas near the front door of the Church's Education Annex and along the sidewalk by the side door of the Church. There are "smokers towers" in these locations. **DO NOT SMOKE IN THE DRIVEWAY NEXT TO THE ANNEX.**
- Violations of laws of the Town of Point Pleasant Beach or the State of New Jersey will not be tolerated. Any Volunteer Work Group participant failing to comply with these policies may be sent home immediately at either the sponsoring group's or the participant family's expense.

## Things you need to do before coming to Point Pleasant Beach

- Recruit and organize your Group
- Identify and appoint a Group leader, a contact person, and adult supervisors. Please provide a contact number for your Group Leader on your registration materials.
- Honestly assess the skills of each Group member and of the Group as a whole.
- Locate and assemble all tools, equipment, and supplies your Group wants to bring with them to Point Pleasant Beach. Insure all items are in good working order. Tools and equipment should be commensurate with the skills of the Group members.
- Determine the dates your Group should come to Point Pleasant Beach. Contact the **Presbyterian Disaster Assistance Call Center at (866) 732-6121** to check on available dates at the Volunteer Village.
- Complete the following forms:
  1. Group Information Form (one per group)
  2. Group Skills Summary Form (one per group)
  3. Medical Information for Individual Volunteers (for each volunteer)
  4. Individual Release of Liability Form (for each volunteer),
  5. Individual Volunteer Skill Form (for a each volunteer).
  6. Parent Release & Consent Form (for each minor under the age of 18) - notarized
  7. Medical Release Form for Minors (for each minor under the age of 18) – notarized

Make certain that all forms are complete and signed,. **NOTE:** All minors below the age of 18 must have a signed parental waiver to stay or participate at the Church.

- Provide a **Certificate of Insurance** of the Group's sponsor organization
- One Month in advance of your trip mail the completed Registration Packet forms, all Individual Information Forms, Certificates of Insurance, and Registration Fee to:

**Point Pleasant Presbyterian Church**

**701 Forman Avenue**

**Point Pleasant Beach, NJ 08742**

**Attn: Kim Gaydos**

**At a minimum please also email the following form to Kim and Frank at [kimgaydos@gmail.com](mailto:kimgaydos@gmail.com) and [frank.jones@hds.com](mailto:frank.jones@hds.com)**

- Form 1 - Group Information Form (one per group)
- Form 7 – Group Skills Summary Form (one per group)
- **If possible please email as many forms in electronic form as you can**
- Assign Group members tasks of responsibility. Please be sure to include Host Site housekeeping details in your check list.
- Make reservations for Mary's Table for Thursday night dinner (church across the street) if you plan to have dinner there

## **Personal Packing List**

### **Must Have Items:**

- Good quality work shoes or boots with good ankle support and/or steel toes.
- Good quality work gloves, not garden gloves.
- Heavy pants, jeans or canvas (at least 2 pair)
- Long sleeve shirts with layers that can be added or taken off (Even in summer long sleeve shirts may be required for protection).
- Coats/Jackets
- Sunglasses
- First Aid Kit (personal or 1/work crew)
- Sunscreen
- Insect Repellent, Hand Sanitizer
- Towels, Wash Cloths, and Shower Shoes
- Personal Toiletry Items
- Personal Medications
- Bedding:
  - Sleeping Bag
  - OR

- Set of Twin XL-size Sheets & Blankets (PLEASE NOTE: Twin XL sheets are the extra-long sheets that fit the 39" x 80" mattresses commonly used in college dorms)
- Pillow(s)
- IMPORTANT: WE DO NOT PROVIDE ANY BEDDING OR PILLOWS
- Chargers for electronics (phone, camera, laptop, etc.); We discourage bringing valuable electronics but remind you to bring the chargers for any electronics you do choose to bring.

### **Nice to Have Items:**

- Tool Belt
- Water Bottle
- Ear plugs/Eye mask if light sleeper

### **Items Not To Bring:**

- RVs and campers as there is no parking for these vehicles
- Alcohol, recreational drugs, or drug paraphernalia
- Weapons or ammunition
- Fireworks

Volunteers are discouraged from bringing valuables with them. Although the building doors will be locked most of the time you are not in the building, the church assumes no responsibility for security of personal items. Laptops, cameras and similar items that are not brought to work sites during the day must be locked in group members' cars when not in use.

Power strips are available for charging cell phones and other electronic equipment. Wi-fi is available.

Volunteers are not expected to bring monetary or gift-card donations with them, although if they choose to do so, donations will be gratefully received on behalf of the church's recovery efforts that are carried on in partnership with the OCLTRG.

## **General Volunteer Village Housekeeping Rules**

Groups are expected to clean their living areas, kitchen and rest rooms at the part way through their visit and at conclusion of their stay. You are expected to bag and remove all garbage to the trash cans located in the garbage bins out the back door of the Education Annex. Recycling items (single-stream) must be separated from other trash and placed in the designated containers. The following chores list is a sample of the chores expected to be done.

**Point Pleasant Presbyterian Church**

**Volunteer Village Chores List**

**Week:**

Chore	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday or LAST DAY
Sweep bunk areas							
Sweep main hall							
Sweep back hall & stairs (by kitchen)							
Clean women's bathroom							
Clean men's bathroom							
Clean back bathroom							
Sweep hall by bathrooms							
Sweep front stairs							
Grocery Shop					Dinner across street at Mary's Table		
Prepare Dinner							
Wash & put away dishes, pots, pans, utensils, etc.							
Clean counters & cutting board							
Sponge off tables							
Sweep & mop kitchen							
Empty garbage & recycling to outside bins					in PM	or in AM	
Pack dry goods into bins & store on stage							
Dispose of leftovers							
Take Garbage Cans from Outside Bin to Curb		X			X		

**THANKS FOR YOUR HELP IN KEEPING THINGS CLEAN!**

## Point Pleasant Beach Volunteer Village Registration Packet Check List

Below is a checklist for the Volunteer Registration Packet. Please make a check by each of the items listed below. Please include this checklist with your packet materials. Thank you for your cooperation. We look forward to your Group's visit to Point Pleasant Beach.

	Item or Form Included in Packet
_____	Non-Refundable Registration Fee
_____	Certificate of Insurance
_____	Number of People in Your Group
_____	Form 1- Group Information Form – <i>please email as well</i>
_____	Form 2 – Medical Information for Individual Volunteers
_____	Form 3 – Individual Release of Liability Form
_____	Form 4 – Individual Volunteer Skill Form
_____	Form 5 – Parent Release & Consent Form (each minor under 18) – Notarized
_____	Form 6 – Medical Release Form for Minors (each minor under 18) – Notarized
_____	Form 7 – Group Skills Summary - <i>please email as well</i>

**Note: For Forms 2-6 please make sure to include a form for each Member.**

### Volunteer Work Group Name and Contact Person Information

Group Name \_\_\_\_\_ Contact Number \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

City

State

Zip Code

Date of Visit \_\_\_\_\_ Arrival Time \_\_\_\_\_

**Contact Person** \_\_\_\_\_ **Telephone Number** \_\_\_\_\_

**Form 1- Group Information Form – *please email as well***

[illegible]

## Form 2 - Medical Information for Individual Volunteers

Group Name: \_\_\_\_\_

Date of Trip: \_\_\_\_\_

(Every volunteer MUST complete this form (including minors))

A copy should go in the packet to the work organization and a copy in the Team Leader's file on site

NAME \_\_\_\_\_ Blood Type \_\_\_\_\_

Prescriptions currently being taken:

Name \_\_\_\_\_ Dosage \_\_\_\_\_ Frequency \_\_\_\_\_

Name \_\_\_\_\_ Dosage \_\_\_\_\_ Frequency \_\_\_\_\_

Name \_\_\_\_\_ Dosage \_\_\_\_\_ Frequency \_\_\_\_\_

Name \_\_\_\_\_ Dosage \_\_\_\_\_ Frequency \_\_\_\_\_

Allergies \_\_\_\_\_

Name of contact person at home \_\_\_\_\_ Relationship \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

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

Health Insurance Company \_\_\_\_\_

Policy Number \_\_\_\_\_ (Attach copy of Insurance Card)

Physical Limitations or issues: \_\_\_\_\_

I am a diabetic \_\_\_\_\_ Yes \_\_\_\_\_ No I have a history of seizures \_\_\_\_\_ Yes \_\_\_\_\_ No

Provide helpful health information \_\_\_\_\_

I consider myself healthy enough to fulfill my responsibilities on this volunteer trip \_\_\_\_\_ Yes \_\_\_\_\_ No

Signature of Volunteer \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

\_\_\_\_ Adult \_\_\_\_ Youth If a youth, parent or guardian's signature \_\_\_\_\_

## Form 3 - Individual Release of Liability Form

**Group Name:**

**Date of Trip:**

Please read before signing, as this constitutes the agreement as a volunteer and the understanding of your working relationship as a volunteer with the Pt. Pleasant Presbyterian Church.

I \_\_\_\_\_ acknowledge and state the following: I have chosen to travel to Point Pleasant Presbyterian Church (PPPC) and the towns in the church's vicinity to perform clean-up/construction work designed to repair damaged homes.

I understand that this work entails a risk of physical injury and often involves hard physical labor, heavy lifting, and other strenuous activity, and that some activities may take place on ladders. I certify that I am in good health and physically able to perform this type of work.

I understand that I am engaging in this project at my own risk. I assume all risk and responsibility as well as related costs and expenses for any damage or injury to my property or any personal injury, which I may sustain while involved in this project.

In the event that PPPC arranges accommodations, I understand that they are not responsible or liable for my personal effects and property and that they will not provide lock up or security for any items. I will hold them harmless in the event of theft, or for loss resulting from any source or cause. I further understand that I am to abide by whatever rules and regulations may be in effect for the accommodations at the time.

I understand the need for confidentiality, and will not discuss, photograph or otherwise disclose identifying information about the occupants of the house I am working in without prior permission from PPPC and the family. This includes any reference to names, addresses, or other identifiable information.

By my signature, for myself, my estate, and my heirs, I release, discharge, indemnify and forever hold PPPC and any other related Disaster Response Agency, together with their officers, agents, servants and employee, harmless from any and all causes of action arising from my participation in this project, including travel or lodging associated therewith, or any damages which may be caused by their own negligence.

**PLEASE PRINT** (except where indicated)

Name: \_\_\_\_\_ Date: \_\_\_\_\_

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

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

\_\_\_\_\_

Person to contact in case of emergency: \_\_\_\_\_

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

\_\_\_\_\_

Phone (\_\_\_\_\_) \_\_\_\_\_ Cell: (\_\_\_\_\_) \_\_\_\_\_

Work (\_\_\_\_\_) \_\_\_\_\_

## Form 4 - Individual Volunteer Skill Form

**Group Name:** \_\_\_\_\_

**Date of Trip:** \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Name: \_\_\_\_\_

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

Phone (\_\_\_\_) \_\_\_\_\_ Cell (\_\_\_\_) \_\_\_\_\_

To use your time and talents to the greatest benefit while you are volunteering, please indicate which of the following skills you have and also the level of skill you have using the following chart.

- 0 = I am unable to do or am not interested in this skill;  
 1 = I don't know how but am willing to learn/try;  
 2 = I have done it before but still need help to do;  
 3 = I can do a good job by myself;  
 4 = I can do a good job and can guide/teach others

Skill Level	Skill
_____	Architect
_____	Carpenter (General)
_____	Carpenter (Framing)
_____	Carpenter (Trim)
_____	Clean-up worker
_____	Concrete
_____	Contractor..... I hold a license in the state of _____
_____	Drywall hanger
_____	Drywall finisher (taper)
_____	Egress Window
_____	Electrician..... I hold a license in the state of _____
_____	Engineer
_____	Flooring-Carpet
_____	Flooring-Underlay
_____	Flooring-Vinyl
_____	Heating/cooling..... I hold a license in the state of _____
_____	Heavy equipment operator _____
_____	Insulation
_____	Mason
_____	Painting Plumbing..... I hold a license in the state of _____
_____	RooferShingle _____ Metal _____
_____	Other

## Form 5 - Parent Release & Consent Form

**Group Name:**

**Date of Trip:**

Name of Volunteer \_\_\_\_\_

I hereby give permission for my child to serve in Disaster Response project coordinated by Point Pleasant Presbyterian Church. In the event of an emergency during the duration of the trip, I hereby give consent to a licensed physician to hospitalize, secure proper treatment, anesthesia and/or surgery for my child named above. (Attach a copy of the Insurance Card) I understand that I am responsible for his/her own medical insurance and will not hold Point Pleasant Presbyterian Church liable for any injury or damage to my child while engaged in the disaster project.

Parent/Guardian Print \_\_\_\_\_

Signature \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Your relationship to participant \_\_\_\_\_ Email \_\_\_\_\_

Insurance Company \_\_\_\_\_

Does your child have any physical limitations that might affect his/her work?

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

List any allergies or medications

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

Special Needs if any \_\_\_\_\_

Notary: State of \_\_\_\_\_ County of \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, \_\_\_\_\_

personally appeared before me. \_\_\_\_\_ Whose identity I verified on the basis of

\_\_\_\_\_ Who is personally known to me

\_\_\_\_\_ Whose identity I verified on the oath/affirmation of \_\_\_\_\_ a

credible witness to be the signer of the foregoing document and he/she acknowledged the he/she signed it.

\_\_\_\_\_  
Notary Public

## Form 6 - Medical Release Form for Minors

**Group Name:**

**Date of Trip:**

Minor's Name \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_  
Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Insurance Company \_\_\_\_\_  
Policy # \_\_\_\_\_ (include copy of Insurance Card)  
Emergency Contacts Name: \_\_\_\_\_ Relationship \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_  
State \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone (\_\_\_\_) \_\_\_\_\_ Work Phone (\_\_\_\_) \_\_\_\_\_ Cell (\_\_\_\_) \_\_\_\_\_ Permission to  
give Aspirin \_\_\_\_ Yes \_\_\_\_ No Permission to give Tylenol \_\_\_\_ Yes \_\_\_\_ No  
List Allergies \_\_\_\_\_  
Medication(s) \_\_\_\_\_ Dosage \_\_\_\_\_ Frequency \_\_\_\_\_ Describe any  
medical conditions or limitations \_\_\_\_\_  
\_\_\_\_\_  
Name \_\_\_\_\_ Trip Destination \_\_\_\_\_ Team Leader's

---

### Parent or Guardian Authorization

I \_\_\_\_\_, authorize \_\_\_\_\_ to consent to any  
necessary

*Parent or Guardian*

*Trip Leader*

examination, anesthetic, medical diagnosis, surgery, or treatment and/or hospital care rendered to the minor under  
the general supervision and on the advice of any physician or surgeon licensed to practice medicine by the state in  
which they practice, during the duration of the trip identified above.

Signature of \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

---

### Notarization or Parent or Guardian Authorization

**Notary:** State of \_\_\_\_\_ County of \_\_\_\_\_ On this

\_\_\_\_\_  
day of \_\_\_\_\_ 20\_\_\_\_, \_\_\_\_\_ personally appeared before  
me. \_\_\_\_\_ whose identity I verified on the basis of \_\_\_\_\_  
\_\_\_\_\_ whose identity I certified on the oath/affirmation of \_\_\_\_\_ a credible  
witness, to be the signer of the foregoing document, and he/she acknowledged that he/she signed  
\_\_\_\_\_ who is personally known to me.



## Form 7 - Group Skills Summary

Number and

Work Site:	Group Name:	Hometown:	Type of Vehicles:
Field Contact	Cell:	Stay Dates:	Work Dates:

Please have each team member specify skills according to the following levels:

**1=** haven't done yet but willing to try   **2=** have done but need guidance   **3=** can do well independently   **4=** can do well and guide others

	Full Name	Gender	Age (if minor)	Architect	Carpenter-General	Carpenter-Framing	Carpenter-Trim	Clean-Up Worker	Concrete	Contractor-Licensed	Drywall Hanger	Drywall Finisher-Taper	Egress Window	Electrician-Licensed	Engineer	Flooring-Carpet	Flooring-Underlay	Flooring-Vinyl	Heating/Cooling-	Heavy Equipment Opr	Insulation	Mason	Painting	Roofer Shingle	Roofer Metal	Plumbing Licensed	Landscaping	Raised Deck
1																												
2																												
3																												
4																												
5																												
6																												
7																												
8																												



