



Lewis Ginter Botanical Garden
 1800 Lakeside Avenue
 Richmond, VA 23228-4700
 Volunteer Office Telephone: 804-262-9887 Ext: 335

Volunteer Application and Placement Form

Date: _____

Contact Information

Name: First _____ MI _____ Last _____

Group Name (if applicable): _____ Number in Group/Family _____

Address: _____

City: _____ Zip Code: _____

Phone: Home _____ Cell _____ Work _____

Email: _____ Age: _____ Date of Birth: _____

Emergency Contact Name: _____ Relationship: _____

Emergency Contact Phone: Home _____ Cell _____ Work _____

Application Type

please check one of the following which best describes your volunteer type

- Middle/High School Student
 College student for class credit
 Working Adult
 Middle/High School Group
 Business/Corporate Group
 Court ordered
 Family
 College Honors Society/Service Group
 Retired Adult

Anticipated Volunteer Service

please check one of the following

- one time volunteer for special project
 for an extended period of time

Specifics: _____

Youth Volunteers

please check one of the following programs

- Service Learning Program (ages 13-18)
 Youth Volunteer Summer Program (ages 13-18)
 Group Volunteer Program (ages 13-18)
 Vocational Program (ages 13-22)
 Summer Camp volunteering
 Family Volunteer Program *under 13 must be accompanied by an adult

Availability

please check all that apply

- I am Flexible
 Weekdays
 Weekends
 Daytime
 Nighttime Special Events

Specifics: _____

Areas of Interest

please check all that apply

- Admissions
 Children's Garden
 Conservatory
 Education
 Garden Guides
 Horticulture
 Library
 Office
 Special Events
 Rose Garden

Educational Background

please check highest level attained

- Middle School
 Some High School
 High School Graduate
 GED
 Some College
 Bachelor's Degree
 Graduate Degree
 Technical or Specialty School

Current Employment please check one of the following

- Student Presently Employed Unemployed Seeking Work
- Retired Homemaker Other

Work Experience please list the most recent and/or valuable

<i>Employer</i>	<i>Job Title or Duties</i>	<i>Length of Service</i>

Volunteer Experience please list the most recent and/or valuable

<i>Organization</i>	<i>Job Title or Duties</i>	<i>Length of Service</i>

What did you enjoy most about your previous volunteer experiences?

What did you like least about your previous volunteer experiences?

How did you find out about volunteering at LGBG?

Are you volunteering for community service?

Special Circumstances

Do you require any special assistance or accommodations? Yes (please explain below) No

Have you been convicted of a misdemeanor or felony in the past seven years (excluding traffic and parking violations)?

- Yes (please explain below) No

Offense: _____

Date: _____ Jurisdiction: _____

The statements made by me in this application are true and complete to the best of my knowledge. I understand that any willful misstatements or material omission on this application will be considered sufficient cause to disqualify me for volunteer opportunities at Lewis Ginter Botanical Garden.

Release Clause: During such times as I am a participant in the Lewis Ginter Botanical Garden Volunteer Program, I agree to assume full responsibility for such participation and release Lewis Ginter Botanical Garden from any damages which I may sustain thereby. I fully understand that if my services are no longer needed, or my performance is not acceptable, Lewis Ginter Botanical Garden has the right to terminate my services as required and without notice.

Signature of Volunteer Applicant: _____ Date: _____

If volunteer applicant is less than 18 years of age, a parent/ guardian must sign below:

Parent/Guardian Name: _____ Phone: _____

Signature: _____ Date: _____