

# VOLUNTEER APPLICATION

## Germantown Community Library

1925 Exeter Road

Germantown, TN 38138

Phone: 901-757-7323

Please check the location(s) at which you are interested in volunteering:

- Germantown Community Library
  
- Germantown Regional History and Genealogy Center  
(must have genealogy research experience & be at least 18 years of age)
  
- Friends of the Library Bookstore

### Personal Information:

\_\_\_\_\_ Please Circle One: **Mr.** **Mrs.** **Ms.**

*Name*

\_\_\_\_\_

*Street Address*

*City*

*State*

*ZIP*

\_\_\_\_\_

*Phone*

\_\_\_\_\_

*E-mail*

\_\_\_\_\_

*Date of birth (Volunteers must be at least 16 years of age)*

\_\_\_\_\_

*Education*

**Please describe your previous volunteer experience:**

### Emergency Contact Information:

\_\_\_\_\_ Please Circle One: **Mr.** **Mrs.** **Ms.**

\_\_\_\_\_

*Phone*

**AVAILABILITY for volunteer service at Germantown Community Library:**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<i>Volunteer Hours</i>	9:30 a.m. to 9 p.m.	9:30 a.m. to 9 p.m.	9:30 a.m. to 9 p.m.	9:30 a.m. to 9 p.m.	9:30 a.m. to 6 p.m.	9:30 a.m. to 6 p.m.	1 p.m. to 6 p.m.
Morning							
Afternoon							
Evening							

Please check one or more of the following areas where you might be interested in volunteering:

- Shelving       Adopt-a-Shelf (*Maintain a library section by ordering and shifting books*)

**AVAILABILITY for volunteer service at Germantown Regional History and Genealogy Center:**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<i>Volunteer Hours</i>	10 a.m. to 2 p.m.	10 a.m. to 4 p.m.	<i>Closed</i>	10 a.m. to 4 p.m.	<i>Closed</i>	10 a.m. to 4 p.m.	<i>Closed</i>
Morning							
Afternoon							

Please check one or more of the following areas where you may be interested in volunteering:

- Clipping Files       Book Processing       Shelving       Research Assistance

**AVAILABILITY for volunteer service in Friends Bookstore:**

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
<i>Volunteer Hours</i>	<i>Closed</i>	1 p.m. to 5 p.m.	1 p.m. to 5 p.m.	1 p.m. to 5 p.m.	1 p.m. to 5 p.m.	10 a.m. to 1 p.m.	<i>Closed</i>
Morning							
Afternoon							

Please check one or more of the following areas where you may be interested in volunteering:

- Book Processing       Cashier       Shelving       Semi-Annual Book Sale

**Have you ever been convicted of an offense other than a minor traffic violation?**

- Yes       No

I certify that the statements made in this volunteer application are true and correct and have been given voluntarily. I am volunteering my time for personal reasons. I understand that I will not be paid for my services as a volunteer and expect no compensation.

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent or Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For Library Use Only:

Application Received: \_\_\_\_\_ Date Contacted: \_\_\_\_\_ Interview Date: \_\_\_\_\_

Orientation Date: \_\_\_\_\_ Start Date: \_\_\_\_\_ Supervisor: \_\_\_\_\_

Contract Hours: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ Total Hours: \_\_\_\_\_