

OCCUPANCY AGREEMENT FOR CAMPHOST VOLUNTEER SERVICES

I/We _____, hereinafter referred to as "VOLUNTEER(S)", understand and agree that I/We (am a/are) volunteer worker(s) of Riverside County Regional Park and Open-Space District, hereinafter referred to as the "DISTRICT".

DISTRICT and VOLUNTEER(S) AGREE AS FOLLOW:

1. **LOCATION:** The DISTRICT hereby assigns to VOLUNTEER(S) located at _____ (volunteering location) in the County of Riverside, State of California.
2. **TERM:** The term of this Agreement is _____ months commencing on _____ and terminating on _____. Either party may terminate the Agreement as follows upon a 14-day written notice to the other party; VOLUNTEER(S) failure to comply with any terms or conditions of this Agreement; or DISTRICT otherwise determines that it is no longer appropriate for VOLUNTEER(S) to occupy the premises. In addition, the DISTRICT General Manager shall have authority to terminate this Agreement upon three (3) days written notice because of compelling circumstances.
3. **NO COMPENSATION:** VOLUNTEER(S) understand(s) and agree(s) that such volunteer work is done without compensation, they are not an employee of the DISTRICT or the County of Riverside ("COUNTY"), and are not entitled to any employment or other benefits as a result of volunteer services.
4. **UTILITIES:** VOLUNTEER(S) agree(s) to pay electrical usage in the equivalent amount of **\$25.00** per month, in six month increments, for a term of up to 12 months (**\$150** for six months or **\$300** for twelve), due at the signing of this agreement. Volunteers whose occupancy agreement continues beyond the term of their paid utilities must pay for the following six months by the 1st day of the new term, unless the volunteer's occupancy is scheduled to terminate in less than six months, in which case the volunteer must pay instead for the remainder of their occupancy agreement. A late payment of **\$10.00** will be assessed if payment is not received by the 10th day of the new term. All payments to the DISTRICT required under this Agreement, shall be made payable to Riverside County Regional Park and Open-Space District and mailed to:

Riverside County Regional Park and Open-Space District
ATTENTION: Parks Finance Department
4600 Crestmore Road
Jurupa Valley, CA 92509

5. **WAIVER OF CLAIMS:** VOLUNTEER(S) agree(s) to waive all claims and recourse against the DISTRICT and COUNTY, including the right to contribution for loss or damage to persons or property, arising from, growing out of, or in any way connected with or incident to VOLUNTEER(S) activities and services with the DISTRICT, except claims arising from the concurrent or sole negligence of the DISTRICT or COUNTY, their officers, agents and employees.

VOLUNTEER(S) understand(s) and agree(s) that VOLUNTEER(S) is/are not covered by nor entitled to any Worker's Compensation coverage, claim and/or benefits for any injury, damage or accident that may arise out of volunteer service. VOLUNTEER(S) further understand(s) and agree(s) that a VOLUNTEER will assume all costs and expenses that VOLUNTEER(S) incur(s) as a result of medical treatment and care for any injuries or damages VOLUNTEER(S) may suffer during volunteer services.

- 6. **INDEMNIFICATION:** VOLUNTEER(S) shall indemnify, hold harmless and defend the DISTRICT and COUNTY, its officers, agents and employees from and against any and all claims, demands, costs, expenses or other liabilities, arising out of VOLUNTEER(S) services with the DISTRICT, except for liability arising out of the sole negligence of the DISTRICT or COUNTY, their officers, agents or employees .
- 7. **VEHICLES:** VOLUNTEER(S) shall not be permitted to drive a private vehicle on DISTRICT property until VOLUNTEER(S) present current operator's license, registration, and insurance to the DISTRICT. VOLUNTEER(S) agree to provide the DISTRICT evidence of current status annually for the DISTRICT file. Private vehicles kept at site must have current registration displayed at all times. VOLUNTEER(S) understand that non-operable vehicles are not permitted on the site. All personal vehicles must be parked in an area designated by the Site Area Manager or Ranger.
- 8. **PETS:** No pets or livestock of any kind may be kept on the site without prior written consent of the DISTRICT. Pet approval will be limited to two (2) pet(s). All pets must be domesticated. Size and breed must be approved by the DISTRICT. Exotic and potentially dangerous pets are not allowed under any conditions (this includes, but is not limited to pit bulls, doberman pincers, rottweilers, chows, potbelly pigs, snakes, and other reptiles).

Pet(s) must be licensed and vaccinated and otherwise cared for and maintained as required by law. VOLUNTEER(S) agree(s) to provide the DISTRICT with evidence of licensing and vaccination annually for the DISTRICT'S file.

- 9. **MAINTENANCE AND IMPROVEMENTS:** VOLUNTEER(S) shall maintain a clean and orderly site. VOLUNTEER(S) must have prior written approval by the Park Area Manager and reviewed by the DISTRICT General Manager or his designee for any structural changes to a volunteer site.
- 10. **NOTICES:** All notices required under this Agreement, including change of address and notice of vacating/terminating services, shall be in writing and all notices shall be made as follows:

A. All notices to VOLUNTEER shall be given or mailed to:

B. All notices to DISTRICT shall be given or mailed to:

Riverside County Regional Park and Open-Space District
ATTENTION: Human Resources
4600 Crestmore Road
Jurupa Valley, CA 92509

11. **RESPONSIBILITIES:** VOLUNTEER(S) required responsibilities include, but are not limited to:
 - Work a minimum of 20 hours per week. If two or more VOLUNTEERS occupy a site, this may be shared between them.
 - Perform essential duties identified in the “Camp Host Volunteer” position description. (attached)
 - Assist in the District recycling program by collecting and organizing recyclables at the park and educating customers of the environmental benefits of recycling.
 - Not perform any tasks that are beyond the training received from the DISTRICT.
 - Other duties as assigned by Supervisor
12. **OCCUPANCY:** No persons other than VOLUNTEER(S) listed on this Agreement shall occupy the site on a full time basis. VOLUNTEER(S) understand(s) and agree(s) that no additional family members or friends can move in without prior written approval from the DISTRICT.
13. **COMPLIANCE WITH THE LAW:** VOLUNTEER(S) shall not use or permit the use of the site for an illegal or immoral purpose and shall comply with all federal, state, and local laws and ordinances concerning said property and use thereof.
14. **SIGNS AND ADVERTISING:** VOLUNTEER(S) shall not erect or display, or permit to be erected or displayed on the site, any flags, signs or advertising matter of any kind without first obtaining the written consent of the DISTRICT.

THIS AGREEMENT CONTAINS THE ENTIRE UNDERSTANDING BETWEEN THE PARTIES HERETO, AND NO TERM OR PROVISION HEREOF MAY BE CHANGED, WAIVED, DISCHARGED, OR TERMINATED UNLESS STATED IN WRITING AND EXECUTED BY BOTH PARTIES HERETO.

DATE: _____

DATE: _____

NAME: _____
Type or Print

NAME: _____
Type or Print

BY: _____
Volunteer Signature

BY: _____
Volunteer Signature

DATE: _____

NAME: **Dustin McLain, Bureau Chief**
Type or Print

BY: _____
General Manager or Designee Signature

VOLUNTEER INFORMATION:

Telephone: _____

Telephone: _____

Mailing Address:

Email: _____

EMERGENCY CONTACT:

Name: _____

Relationship: _____

Telephone: _____

Telephone: _____

Mailing Address:

Email: _____

CHECKLIST:	CIRCLE ONE	DATE RECEIVED	DATE OF EXPIRATION
Passed DOJ/Background:	Yes / No	_____	<u>N/A</u> _____
Proof of vehicle insurance:	Yes / No	_____	_____
Proof of vehicle registration:	Yes / No	_____	_____
Proof of motorhome insurance:	Yes / No	_____	_____
Proof of motorhome registration:	Yes / No	_____	_____
Proof of pet license:	Yes / No	_____	_____
Proof of pet vaccination:	Yes / No	_____	_____
Paid first 6 months electrical:	Yes / No	_____	<u>N/A</u> _____
Receipt of Badge distribution:	Yes / No	_____	_____
Receipt of key list distribution:	Yes / No	_____	<u>N/A</u> _____
Receipt of vest distribution:	Yes / No	_____	<u>N/A</u> _____

Comments or additional information:
