

**Special Olympics Ohio  
Adult "A" Volunteer Application**

Name: Mr./Mrs./Ms./Dr.	<hr/>	<hr/>	<hr/>
	Last name	First name	Middle name
Mailing Address:	<hr/>	<hr/>	<hr/>
	Number	Street	Apt.
	<hr/>	<hr/>	<hr/>
	City	County	State      Zip
Date of Birth:	<hr/>	Email Address: <hr/>	
Phone (day):	<hr/>	When to call	<hr/>
Phone (evening):	<hr/>	When to call	<hr/>
Occupation:	<hr/>		
Employer/School Name:	<hr/>		
Address:	<hr/>	<hr/>	<hr/>
	Number	Street	
	<hr/>	<hr/>	<hr/>
	City	County	State      Zip
Social Security Number*	<hr/>	Driver's License Number	Other ID – Indicate
	<hr/>	<hr/>	<hr/>
What is the name of the Local Special Olympics Organization you will volunteer with?			
<b>Butler County Special Olympics</b>			
*IMPORTANT NOTE: Your Social Security Number shall be used for no purpose other than to make the process of conducting a background search accurate.			

1. Do you use illegal drugs?	Yes <hr/>	No <hr/>
2. Have you ever been convicted of a criminal offense?	Yes <hr/>	No <hr/>
3. Have you ever been charged with neglect, abuse, assault?	Yes <hr/>	No <hr/>
4. Has your driver's license ever been suspended or revoked in any state?	Yes <hr/>	No <hr/>
If you answered yes to any of these questions, please explain in more detail to include, but not limited to: Locations and dates of incidents, charges, disposition.		
<hr/>		
<hr/>		
List 2 non-family references:		
Name	Relationship	Address & Phone Number
<hr/>	<hr/>	<hr/>
<hr/>	<hr/>	<hr/>

**THIS FORM IS CONFIDENTIAL AND WILL BE FILED IN A SECURED AREA**  
(Please turn over and complete)

**PLEASE READ BEFORE SIGNING**

I understand that:

**\*I understand that in connection with my application to provide services as a volunteer, and/or for continuous volunteer services for Special Olympics Ohio ("SOO"), IntelliCorp and/or Securint, their agents, or any other authorized third parties (collectively, "the investigators") may be performing, requesting, obtaining or conducting a background check on me. This background check on me. This background check may include an inquiry into my employment history, education, general character or reputation, work experience, driving, an/or criminal history (the "information"). However, unless my position involves handling money and/or other transferable monetary instruments, my credit history will not be checked.**

**\*I understand that SOO may rely on any part or all of this Information in determining whether to extend an offer of volunteer's duties to me. I further understand that if any adverse action is taken by SOO, or if SOO chooses not to extend an offer of volunteer duties to me based upon the Information, that I will be provided a copy of such Information along with a summary of my rights under the Fair Credit Reporting Act.**

**\*I understand that the background check, which may be performed by the Investigators, is being performed as part of the process to evaluate me prior to my becoming a volunteer for SOO and is not conducted for**

**\*I expressly grant permission to Special Olympics to conduct a criminal background and other background record check as a condition of my volunteering with Special Olympics and understand that the background check will be conducted again on or after the third anniversary of the date of this application and every three years thereafter unless I am no longer seeking Adult "A" Volunteer status.**

**\*In the course of volunteering for Special Olympics, I may be dealing with confidential information and I agree to keep said information in the strictest confidence.**

**\*The relationship between Special Olympics and volunteers is an "at will" arrangement and that it may be terminated at any time without cause by either the volunteer or Special Olympics.**

**\*I grant Special Olympics permission to use my likeness, voice, and words in television, radio, film or in any form to promote activities of Special Olympics.**

**\*I hereby agree to supplement my responses in this application should there be any additional information or should my answers to these questions change at any time that I act as a volunteer on behalf of Special Olympics.**

**\*I agree to assume all risks which may be associated with my acting as a volunteer for Special Olympics and waive all claims or causes of action of any nature against Special Olympics, their agents or assigns which may arise out of my acting as a volunteer. I hereby release and agree to indemnify and hold harmless Special Olympics, their agents or assigns, from any liability or responsibility for any damage or loss of any kind whatsoever which may arise in the consideration of this application to act as a volunteer or consistent with my actions as a volunteer should this application be approved.**

**\*SPECIAL OLYMPICS SHALL NOT DISCRIMINATE AGAINST APPLICANTS ON THE BASIS OF AGE, RACE, COLOR, RELIGION, NATIONAL ORIGIN, SEX, MARITAL STATUS, CREED OR DISABILITY.**

**I hereby certify that the above responses are true and accurate and I understand the condition herein.**

Signed: \_\_\_\_\_

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

### CLASS "A" VOLUNTEER FORMS

1. This form will be good for a period of three years. All coaches, chaperones, unified partners should have filled these forms out and been cleared by Special Olympics Ohio before starting the sport season.
2. We will now require all potential and current volunteers to submit a signed Disclosure and Authorization Form along with their Volunteer "A" Application before we can process it. We need to be in compliance with the FCRA and have this authorization on a separate form other than our application form. See copy of Disclosure and Authorization Form on next page.
3. As of October 2014, Intellicorp, Inc. is changing the product they have offered and is going to a validated criminal background search bundle. All this being said, the increase in price will jump up over 100%. Special Olympics Ohio will no longer be able to underwrite the entire cost on background checks for all volunteers. Starting January 1, 2015, there will be a \$10.00 fee associated with filing and processing the Volunteer Level "a" background checks. This fee must accompany the completed form or it will not be process. Payment can be by cash, check or purchase order. Checks and purchase orders can be made payable to Special Olympics Ohio.
4. Copies of the Class "A" volunteer form and your form can be downloaded from the website: [www.soooh.org](http://www.soooh.org). These forms are under the "resource center" tab. Current volunteer reports can be obtained by calling Cathy Dorion at (614) 239-7050 or emailing her at [cdorion@sooh.org](mailto:cdorion@sooh.org). After you submit these volunteer forms, you will receive notification of those forms that have cleared. We will send out updated volunteer lists quarterly upon request.
5. The process of entering these forms takes a little time. However, the turnaround time to get the reports back can take up to a week. So please, plan ahead. Make sure you turn in completed forms well in advance of an event.
6. Along with the Level "A" form, all volunteers must also take the on-line Protective Behaviors Course on the website [www.soooh.org](http://www.soooh.org) under the "resource center" tab. This is a ten-minute process and is about watching for neglect and abuse with our athletes.

## **DISCLOSURE AND AUTHORIZATION FORM TO OBTAIN CONSUMER REPORTS FOR EMPLOYMENT PURPOSES**

*Please Read Carefully Before Signing the Authorization*

### **DISCLOSURE**

In considering you for approved Class A Volunteer status with Special Olympics Ohio and, if already an approved Class A Volunteer, in considering you for your three year renewal of that Class A Volunteer status, Special Olympics Ohio may request and rely upon one or more consumer reports or investigative consumer reports about you that we obtain from a consumer reporting agency, such as IntelliCorp Records, Inc.

For explanation purposes:

- A “consumer report” is a written, oral or other communication of any information by a consumer reporting agency bearing on your credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living which is used or expected to be used or collected in whole or in part for the purpose of serving as a factor in making an employment-related decision about you. Such information may include, for example, credit information, criminal history reports, or driving records; and
- An “investigative consumer report” is a consumer report in which information on your character, general reputation, personal characteristics, or mode of living obtained through personal interviews with your prior employers, neighbors, friends, or associates, or with others who may have knowledge concerning any such items of information. In the event an investigative consumer reports is requested about you, you are entitled to additional disclosures regarding the nature and scope of the investigation requested, as well as a written summary of your rights under the Fair Credit Reporting Act (“FCRA”).

Under the FCRA, before the Company can obtain a consumer report or investigative consumer report about you for employment purposes, we must have your written authorization. Before we take adverse action on the basis, in whole or in part, of information in that report, you will be provided a copy of that report, the name, address, and telephone number of the consumer reporting agency, and a summary of your rights under the FCRA.



## AUTHORIZATION

I have read and understand the foregoing Disclosure, and **Special Olympics Ohio** to obtain and rely upon consumer reports or investigative consumer reports in considering me for approval of a Class A Volunteer status and, if I already have approved Class A Volunteer status, in considering me for renewal of that Class A Volunteer status every three years. By my signature below, I authorize the **Special Olympics Ohio** to obtain any such reports and to share the information received with any person involved in the Class A Volunteer decision about me.

I do \_\_\_\_ do not \_\_\_\_ authorize you to contact my current employer for Employment and Reference Verifications.

*(This will authorize immediate inquiries to the Human Resources Department and to any listed supervisors or references in the Employment/Reference Section of your application.)*

I also agree that this Disclosure and Authorization in original, faxed, photocopied, or electronic (including electronically signed) form will be valid for any consumer reports or investigative consumer reports that may be requested about me by or on behalf of Special Olympics.

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Printed Name

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Applicant Signature

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Date

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Parent or Legal Guardian Signature  
(for searches conducted on minors under  
the age of 18)

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Date