



Court-Ordered Community Service Waiver

Habitat for Humanity of Washington D.C. & Northern Virginia welcomes volunteers who are required to complete court ordered community service. Please review the following qualifications to see if you're eligible to fulfill your hours with Habitat, and then review our requirements and regulations.

Qualifications:

1. Individual has registered on [VolunteerHub \(habitatnova.volunteerhub.com\)](http://VolunteerHub (habitatnova.volunteerhub.com)) and selected "I need court-ordered service hours".

 Already have an account? [Sign in](#)

Affiliations

Check all that apply.
Select any that apply from the list provided.

- 1. Service Hour Needs
 - I need community service hours for school/work
 - I need court ordered community service hours
- 2. Volunteer Interests
Select any volunteer activities you are interested in so we can reach out about future opportunities.

• Individual will be automatically submitted for screening with the volunteer services staff. Within **48 business hours (Monday – Friday; 9am – 5pm)**, the volunteer staff will confirm with the volunteer if they are able to volunteer with us.

2. Individual is at least 16 years old. If they are under 18 years old, they have had a parent or guardian sign our general waiver.

3. Habitat for Humanity cannot accommodate individuals with certain charges due to the nature of our work. These charges include, but are not limited to:

- Violence (Battery, domestic violence, any type of assault)
- Sexual offences (i.e. Lewd, Prostitution, etc.)
- Weapons related charges
- Larceny at the felony level (excluding misdemeanor charges)

Requirements and Regulations:

1. Individuals with Court Mandated hours will only receive credit for volunteer hours completed after they have created a VolunteerHub profile and been officially screened by the volunteer staff.
2. Volunteers must pre-register for all volunteer shifts.
3. Volunteers must sign-in and out at the kiosk of each store for their hours to be counted.
4. Volunteers should remain in the store tending to volunteer tasks while they are signed in. If they need to leave for longer than 30 minutes, they should sign out and back in when they return. The ReStore staff reserves the right to remove hours from VolunteerHub if the volunteer is not fulfilling their hours.
5. Volunteers should adhere to Habitat for Humanity's Dress Code.
 - Close toed shoes are required
 - No articles of clothing featuring offensive or explicit slogans/language/images
6. Reserve cellphone use for before or after your volunteer shift.
7. No use of tobacco products in the Store.
8. No use of drugs or alcohol in the Store.
9. No Swearing or inappropriate conversation topics.

Termination: Habitat for Humanity of Washington D.C. & Northern Virginia reserves the right to terminate the agreement for court ordered community service volunteers to work with Habitat at will. Habitat for Humanity expects the same standards of professional work, punctuality and appropriate behavior from any Court Ordered Community Service Volunteer as it does from Staff. Any unproductive, disruptive, or negatively impactful behavior will result in termination.

By my signature, I certify that I have read, understand, and agree to the Habitat for Humanity of Washington D.C. & Northern Virginia guidelines regarding Court Ordered Community Service Volunteers. I understand that my volunteer relationship with Habitat for Humanity can be terminated at will. I am aware that completed hours are not automatically sent to the Court or Probation officers, and that I am responsible for contacting volunteer services at volunteer@habitatdcnova.org for a verification letter. I recognize they require 72 hours (about 3 days) of lead time to issue these letters.

(Signature)

(Date)