



HighTiDE festival
 'Our Space Our Place'
 celebrate our environment and community
 5, 6, 7 December 2008



PO Box 350
 Torquay 3228

COUNCIL VOLUNTEER INFORMATION SHEET

To be completed by (Council) Volunteers

.....(Name)

of (Address)

Phone number

Being a Member of (List Group/Committee Name) High Tide Festival Volunteers.....

The purpose of the Group/Committee is supporting the **HIGH TIDE FESTIVAL** -

The **SURF COAST SHIRE** offers its thanks to you for offering your services as

Volunteer, for the period from 2008 to 8th DECEMBER 2008

As a volunteer of Council the following conditions apply:

1. No payment will be made to you by Council.
2. The task you have volunteered for is -
3. Your Council Supervisor/Liaison Officer is **JULIE DYER (Arts Development Officer)**
4. Only while you are assisting Council in the above mentioned clearly defined Council business activity, and while your assistance is approved/controlled and/or known by Council, will you be covered for Public Liability Insurance.
5. While acting as a volunteer, a limited personal accident insurance cover will be effected by Council subject to the terms and conditions of the policy. Council retains ownership of the policy and retains discretion in terms of any benefits payable under the policy.
6. Should any injury occur to you while you are acting as a volunteer of Council you must notify your Supervisor/Liaison Officer immediately, or as soon as practicable.
7. Any incident which occurs in which injury or property damage to other parties may arise must be reported immediately or as soon as practicable to your Supervisor/Liaison Officer.
8. Under the terms of the Occupational Health and Safety Act 1985, you must follow all established practices, procedures and instructions of Council which apply to the tasks you have volunteered to perform.
9. You are expected to perform the task you have volunteered to perform with all due care, skill and diligence.

I confirm that I have read and understand the above mentioned conditions on this information sheet prior to signing it.

Signed Date

Your Privacy: The Surf Coast Shire considers that the responsible handling of personal information is a key aspect of democratic governance, and is strongly committed to protecting an individual's right to privacy. Council will comply with the Information Privacy Principles as set out in the Information Privacy Act, 2000. The personal information required on this form will only be used by Council for the purpose of the High Tide Festival. The information will not be disclosed to any other party unless Council is required to do so by law. You can view and change the information by contacting Customer Service on 5261 0600.