



Terms and Conditions

The Volunteer is willing to donate their time and services to the PCM listed above, In turn the organization is willing to accept such time and service by the Volunteer.

Services:

The volunteer will provide the following services as well as take account of other needs the organization may have for organizing PCM

- **Inviting of delegates** - Marketing and back-office support will be given by the organization, but the volunteer needs to actively work with the PCM team to attract delegates to the PCM. Delegate entry is free of charge.
- **Venue selection** - The volunteer will be responsible for the selection of the venue in the locality where they have applied for organizing the PCM. The volunteer shall ensure that venue charges meet the budget allotted by the organization (Venue fees will be raised by sponsors)
- **Two supporting volunteers** - shall be arranged by the prime volunteer, to help him/her and the organization on or before the event as needed, for the successful execution of PCM.
- **Support in arranging itineraries** - as needed for executing the PCM. The volunteer is expected to arrange itineraries locally, if required, for execution of PCM; however cost will be raised by sponsors.
- **Active coordination at the day of event** - Volunteer and his/her supporting volunteers are expected to actively coordinate all the aspects on the day of event to ensure the smooth execution of PCM)

Wages:

The volunteer understands their services will be provided free of charge and under no circumstances will expect wages, salary, or benefits from the organization for the services provided within this volunteer agreement.

Supervision:

The Volunteer will report to the PCM assigned Event Manager each day on the status of tasks assigned, and shall coordinate for any support and guidance as required.

Employment:

The Volunteer understands they are under no terms considered an employee of the Organization. Furthermore, the Organization acknowledges the Volunteer is not an employee and may provide services at free will.

The Volunteer will receive no employee benefits including disability, pay, workman comp, or severance pay.



Liability:

The Volunteer agrees to indemnify and hold the Organization harmless against any damages related to the Volunteer's activity.

Additionally, the Organization shall hold the Volunteer harmless against any damages related to the Volunteer's service.

Jurisdiction:

Any and all legal proceedings that may arise from this volunteer agreement shall remain in the jurisdiction of [Sender.State].

The Volunteer agrees that in the instance of legal proceedings they will cooperate with the Organization as well as the Organization's agents. The Volunteer agrees to provide written notification to the Organization in the event that an incident takes place while the Volunteer is providing services.

Term:

This volunteer agreement shall begin once the registration is approved, and will end on completion of event, after hand over of all the details of the event or any other deliverables as required by the organization.

Termination:

Because the Volunteer is not an active employee, the organization may terminate this volunteer agreement at any time for any reason they deem necessary. The Organization may decline to accept the Volunteers time and may terminate this agreement without prior notification.

Emergency:

In the event that an emergency occurs while the Volunteer is providing services, the concerned Event Manager of organization shall be notified immediately.

Please download and digitally sign the agreement and send it as an attachment while submitting your registration details under the 'ready to volunteer' tab on this website.