

# USMC Hangout™

## Volunteer Agreement

Thank you for wanting to become a USMC Hangout Volunteer. Please read through and fill out this Volunteer Agreement completely. You will need to sign and date it at the bottom and then mail it back to us. If you have not been sent an address or have any questions, please e-mail us at [webmaster@usmchangout.com](mailto:webmaster@usmchangout.com). This form is to be filled out using Adobe 6.0 or higher and then printed out. Please fill out the form using Adobe, then print it off, sign it, and mail it back to us. To volunteer for more than one position, submit individual forms. PLEASE NOTE THAT THERE ARE TWO (2) SECTIONS FOR YOU TO SIGN!

Full Name (First, MI, Last) \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_ Cell Number \_\_\_\_\_ Fax Number \_\_\_\_\_

Date of Birth (yyyy-mm-dd) \_\_\_\_\_ Volunteer Position

E-Mail \_\_\_\_\_ Alt E-Mail \_\_\_\_\_

Hangout ID (Please register at the forums & list username here): \_\_\_\_\_

Nearest Base or Area Covered (for reporters only) \_\_\_\_\_

Enter any additional comments about yourself or your schedule that you would like us to know. If you are wanting to volunteer for the newsletter columnist position, please let us know the branch of service you were in along with the years you served, and your rank when you got out.

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## VOLUNTEER DESCRIPTIONS

### Graphic Artist

The duty of the Volunteer Graphic Artist is to create graphics to be used on the site as well as on merchandise (i.e. shirts, hats, coffee mugs, etc...)

### Newsletter Editor

Will be responsible for creating the monthly newsletter and gathering information to be put in the newsletter. The newsletter is put out monthly, with plans in the future to be published weekly.

### Newsletter Columnist

Volunteer Newsletter Columnists will answer questions from our readers and viewers in a "Dear Jarhead" format. As of right now newsletters are published once a month on the first of the month. This may change in the near future to twice monthly or more.

### Reporter

Volunteer Reporters will have the duty of reporting the latest happening in the Military community as well as civilian community when it involves our military members and military families (i.e. support rallies, home comings, etc...). Each Volunteer Reporter will have the duty of submitting their written report as well as any pictures taken from the event to USMC Hangout either via mail or e-mail. Reporters will be required to have a clean and appropriate appearance at all events in which they are representing USMC Hangout. Volunteer reporters will be required to report in every Monday either via e-mail or telephone to keep us informed of what they are working on, or if there is nothing to report then to say that as well. This position is the most requested, so we must make sure those that are working this field are serious about volunteering.

**Reviewer**

Responsible for reviewing movies/books/etc that pertains to the military and/or Marine Corps. Reviews will be placed both on the website and in the Newsletter.

**Bloggers**

Please see volunteer section for more information on this position.

**All Volunteers**

Some volunteers will receive a USMC Hangout e-mail address to conduct USMC Hangout related business. Volunteers will be expected to conduct themselves in a professional yet polite manner at all times. All volunteers will have their name, picture, e-mail address, and volunteer position located on the about us page of the USMC Hangout site, you will be responsible for providing the head shot

I agree that the following information I have provided is true and correct to the best of my knowledge.

**Signature:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

Please read and sign the following Volunteer Agreement on the next two pages and mail entire Volunteer Package back to USMC Hangout.

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**OFFICE USE ONLY DO NOT WRITE BELOW THIS LINE ON THIS PAGE**

RECEIVED

E-mail Address Assigned \_\_\_\_\_

Password \_\_\_\_\_

# USMC Hangout Volunteer Agreement and Acknowledgement

I, \_\_\_\_\_, agree to perform the duties and responsibilities of the volunteer position mutually agreed to by myself and USMC Hangout and I hereby acknowledge and agree to the following:

## 1. VOLUNTEER WORK

I understand that I am a Volunteer and my services are voluntary and I am not an employee of USMC Hangout. I acknowledge and agree that I will receive no compensation in any form for my service(s) that I provide to/for USMC Hangout and/or its owners nor will I have no right to typical benefits of Employee's such as minimum wage, retirement, sick leave, paid vacation, holiday pay, or other such compensation.

I understand that either I or USMC Hangout and its owner's may at anytime and for any reason cancel my volunteer services, without any prior notice to the other party. I understand that if I wish to cancel my volunteer services that I will mail a letter stating such to USMC Hangout.

## 2. ASSUMPTION OF RISK

I agree to not hold USMC Hangout or it's owners liable for any injuries, mishaps, and/or damages that may occur while I am volunteering with USMC Hangout, and I also agree that I am solely responsible for my own actions while conducting my volunteer services for USMC Hangout.

**I HEREBY AGREE TO ACCEPT ANY AND ALL RISKS, INCLUDING, BUT NOT LIMITED TO, RISKS ARISING FROM UNANTICIPATED EVENTS, DELAY, PROPERTY LOSS OR DAMAGE, ILLNESS, INJURY, OR THE NEGLIGENT ACTS OR OMISSIONS OF OTHERS.**

## 3. RELEASE OF LIABILITY:

As consideration for being permitted to participate in the Volunteer Work, I hereby **RELEASE AND DISCHARGE USMC Hangout AND ITS AGENTS AND EMPLOYEES FROM AND AGAINST ANY AND ALL LIABILITY ARISING FROM MY PARTICIPATION IN THE Volunteer WORK.** I agree this release shall be legally binding upon myself, anyone traveling with me, my heirs, successors, assigns, and legal representatives; it being my intention to fully assume all risk of the Volunteer Work and to release USMC Hangout from any and all liabilities including, but not limited to, those arising from the negligent acts or omissions of USMC Hangout, but not to the extent that such liabilities are caused by any intentional wrong or gross negligence of USMC Hangout.

## 4. CONFIDENTIALITY AND NON-DISCLOSURE AGREEMENT

I agree that as a condition to my being provided access to USMC Hangout's "Confidential Information" that I shall (i) not disclose, directly or indirectly, to any third party any portion of the Confidential Information without prior written permission from USMC Hangout; (ii) not use, copy or exploit the Confidential Information except for purposes of the Volunteer Work with USMC Hangout and with the prior express written permission/direction of USMC Hangout; (iii) take all reasonably necessary precautions to protect the confidentiality of the Confidential Information; and (iv) reveal Confidential Information only to those third parties who need to know the Confidential Information as directed by USMC Hangout and only upon the third parties' agreement to comply with these confidentiality provisions and only to the extent necessary for the Volunteer Work.

Confidential Information means written (in any media), graphic or pictorial non-public information that USMC Hangout designates as being confidential, or any other information, whether written, oral or observed, which under the given circumstances would reasonably be deemed by someone in USMC Hangout's position to be confidential. Confidential Information includes, but is not limited to, any non-public information of any nature whatsoever relating to: (a) financial information, grant agreements, non-publicized or prospective grants, investments, property, guests, business, transactions, personal lives, habits and events or circumstances associated with USMC Hangout or its trustees, officers, directors, employees, Volunteers and/or donors (collectively the "Protected Parties"); (b) any confidential or proprietary information USMC Hangout has received from others that USMC Hangout is obligated to keep confidential and designates as such to VOLUNTEER; (c) the nature and details of the specific services being provided by the VOLUNTEER to USMC Hangout except as necessary to fulfill the Volunteer Work; and/or (d) any systems developed or under development for use by USMC Hangout, including proprietary software, databases systems and other proprietary technology or security equipment or systems associated with the Protected Parties

INFORMATION NOT COVERED. It is agreed by that the above obligations of confidentiality shall not attach to information that:

(a) is publicly available prior to the date of the Agreement or becomes publicly available thereafter through no wrongful act of mine;

(b) was known to me prior to the date of disclosure or becomes known to me thereafter from a third party having an apparent bona fide right to disclose the information;

(c) is disclosed by me in accordance with the terms of the USMC Hangout's prior written approval;

(d) I am obligated to produce pursuant to an order of a court of competent jurisdiction or a valid administrative or Congressional subpoena, provided that I (a) promptly notify USMC Hangout and (b) cooperate reasonably with the USMC Hangout efforts to contest or limit the scope of such order.

**5. INTELLECTUAL PROPERTY:**

I agree that I will only use the name, logos and other intellectual property of USMC Hangout (collectively the "Marks") for those activities authorized, in writing, in advance by USMC Hangout, and will not alter or amend the materials provided to me by USMC Hangout. All other uses will be considered a breach of this Agreement and subject to claim of trademark and/or copyright infringement.

I will not, without prior permission of USMC Hangout, incorporate any data or materials not first produced in the performance of the Volunteer Work into any documents, texts, articles, papers, graphics or other materials (collectively "Materials") submitted to USMC Hangout where Materials contain a copyright notice in favor of a third party, unless I acquire, on behalf of USMC Hangout, advance permission to incorporate same.

I acknowledge that USMC Hangout shall have the right to remove from any data shared with me any personally identifying information ("PII") as to USMC Hangout program beneficiaries, employees or persons. To the extent that any PII may be included in any such data or materials, I may not under any circumstance publish or republish it. I further acknowledge that USMC Hangout may review and approve, in advance of publication, all proposed publications that include materials first produced by Volunteer in connection with the Volunteer Work, that includes Confidential Information or that reference USMC Hangout.

Futhermore, I agree to USMC Hangout's copyright policy located on the USMC Hangout website [www.usmchangout.com](http://www.usmchangout.com).

**6. COMPLIANCE WITH USMC HANGOUT POLICIES, PRINCIPLES, PRACTICES AND PROCEDURES**

I, agree that as a condition to my being provided access to and permission to work with USMC Hangout programs and information, I will be subject to and will comply with USMC Hangout's policies, practices, terms of service/use, copyright policy, rules and procedures applicable to USMC Hangout employees and program partners. I will conduct myself in a manner reflective of the highest standards of professional behavior.

**7. SUBMISSIONS OF WORK**

I knowlege and agree that all submissions, including but not limited to, text, graphics, pictures, and photographs that I submit will become the property of USMC Hangout and its owner's. I will retain no right to ownership, nor do I expect any kind of payment or compensation for submissions. I agree and acknowledge that USMC Hangout will exclusively own all known or later-existing rights to the submission(s) worldwide, and will be entitled to the unrestricted use of the submission(s) for any purpose, without compensation to myself, the provider of the submission.

**8. USMC HANGOUT E-MAIL ADDRESS**

I understand that I will be given an [usmchangout.com](http://usmchangout.com) e-mail address. I agree to use this e-mail address solely for the purpose of conducting USMC Hangout related business. I will not at any time use it for any illegal purpose whatsoever.

I agree that if any portion of this agreement is found to be void or unenforceable, the remaining portions shall remain in full force and effect.

I have carefully read and understand the contents and legal ramifications of this agreement and understand the conditions of engaging in the Volunteer Work. I intend that this agreement be legally binding and enforceable.

I have read the above agreement, understand it and agree to serve as a volunteer

I am of lawful age and legally competent to sign this release and have signed this document as my own free act. I have fully informed myself of the contents of this release by reading it and by signing it. I realize that by signing this document I am giving up legal rights which I may be entitled to.

**Signature of Volunteer:** \_\_\_\_\_

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