



**BROOKFIELD JAYCEES  
2009 HAUNTED HOUSE  
RULES AND RELEASE FORM FOR VOLUNTEER WORKERS**

**A. GENERAL RULES**

- 1. **NO** alcoholic beverages or drug use allowed on the premises or in Jaycee Ehlert Park.
- 2. **NO** smoking allowed in the Haunted House or in the park. **NO** smoking by minors. **NO EXCEPTIONS!**
- 3. You must be at least a freshman in high school in order to participate in the project. You **MUST** bring valid photo identification (school ID, drivers license or State ID) every night you work.
- 4. You **CANNOT** volunteer inside the Haunted House if you are: pregnant, have epilepsy or any other severe medical condition(s). You are welcome to assist in areas outside of the Haunted House.
- 5. Do not wear "good" clothes while working at the Haunted House.

**B. CONSTRUCTION RULES**

- 1. Hours of construction are from 2:00 p.m. until 9:30 p.m. Monday through Friday and from 12:00 p.m. until 9:30 p.m. on Saturday and Sunday. All Haunted House workers must be out of the park no later than 10:00 p.m.
- 2. You will report to the Manager in charge when you arrive for construction duties. He/She will have you sign in and will provide you with your assignment for the day/evening. Upon completion of volunteering for the day/evening, you will check out with the Manager in charge and sign out on the volunteer sheet.

**C. OPERATION RULES**

- 1. The Haunted House operation hours are from 5:00 p.m. until 30 minutes after the Haunted House closes for the evening.
- 2. Each day, upon arrival, you will need to report to the break trailer to sign in for the night. Once you have finished working for the night, you will be required to sign out.
- 3. If you have not already been assigned to work in a room, report directly to the Operations Chairperson. They will assign you where you are needed. **DO NOT** walk around or go into any rooms without being assigned to that room first. This is for your safety!
- 4. **ONLY** the Costume Chairperson will issue costumes (mask, clothing, props). You are to leave your photo ID as a deposit for the items that you are issued. You must return all items at the end of each night. **YOU ARE RESPONSIBLE FOR ANY ITEMS THAT YOU ARE ISSUED.**
- 5. Makeup and fake blood are only to be applied by the Makeup artist **ONLY**. **DO NOT** handle the makeup or fake blood yourself. If you need makeup or fake blood applied and the Makeup artist is unavailable, please see the Operations Chairperson. Anyone needing makeup applied must arrive at least 45 minutes before the Haunted House opens for the evening to allow time for application.
- 6. **NO** touching, shoving, pushing, or hitting our customers! We are here to entertain the public, **NOT** to hurt them.
- 7. **NO** vulgar language will be tolerated!
- 8. **DO NOT LEAVE YOUR ROOM FOR ANY REASON BUT THE FOLLOWING:** unless you have relief, there is an emergency, or the Operations Chairperson has told you to do so.
- 9. **DO NOT** wander out into the crowd while you are in costume. You **MUST REMOVE** your mask before going into the crowd, and carry it with you.

**D. DECONSTRUCTION RULES**

- 1. Hours of deconstruction are from 5:00 p.m. until 9:30 p.m. Monday through Friday and 12:00 p.m. until 9:30 p.m. on Saturday and Sunday.

**I HAVE READ, AND UNDERSTAND THESE RULES AND AGREE TO FOLLOW THEM. I UNDERSTAND THAT VIOLATION OF THESE RULES WILL BE GROUNDS FOR REMOVAL FROM THE BROOKFIELD JAYCEES HAUNTED HOUSE.**

Signed: \_\_\_\_\_ Age: \_\_\_\_\_ Date: \_\_\_\_\_  
(Volunteer's Signature)

Signed: \_\_\_\_\_ Age: \_\_\_\_\_ Date: \_\_\_\_\_  
(Parent or Guardian's Signature, if volunteer is 17 or younger)



**BROOKFIELD JAYCEES  
2009 HAUNTED HOUSE  
VOLUNTEER RULES AND RELEASE FORM**

I, \_\_\_\_\_, am a volunteer for the Brookfield Jaycees for the 2009 Haunted House project.

I have been promised no compensation for my volunteer services.  
I expect to receive no compensation for my volunteer services.  
I have not been paid any compensation for my volunteer services.

In the event that I am injured while performing my volunteer services for the Brookfield Jaycees, I hereby waive, release and fully discharge the Brookfield Jaycees from any liability under the common law of Illinois, or under the Illinois Workman's Compensation Act or both. I further waive, release, and fully discharge the Village of Brookfield and any of it's managers, trustees and other appointed officials or elected officials from any liability.

I realize that the furnishing of my services is a purely volunteer act on my part and I assume all risk of injury to myself in conjunction therewith.

Additionally, for any personal property that I choose to bring into the Brookfield Jaycees Haunted House for my own use or to use at the Haunted House, I hereby waive, release, and fully discharge the Brookfield Jaycees from any liability in the event this personal property becomes damaged, stolen or otherwise inoperable.

**I HAVE READ AND UNDERSTAND THIS ENTIRE DOCUMENT,  
RULES AND RELEASE AND FULLY AGREE TO its TERMS.**

Signed: \_\_\_\_\_ Age: \_\_\_\_\_ Date: \_\_\_\_\_  
(Volunteer's Signature)

Signed: \_\_\_\_\_ Age: \_\_\_\_\_ Date: \_\_\_\_\_  
(Parent or Guardian's Signature, if volunteer is 17 or younger)

**PLEASE PRINT CLEARLY AND LEGIBLY!**

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ St. \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_ is Email a good way to contact you?  Yes  No

Emergency Contact Info: \_\_\_\_\_  
(Name) (Relationship to Volunteer) (Phone)

Please list any medical conditions which could affect your working/performing with the Brookfield Jaycees Haunted House, or that could assist us in the event of an emergency. Please include medications. (Example: Asthma, Allergies to specific medications or chemicals, pregnancy, bad back, knees, etc.)

**THIS WILL BE KEPT CONFIDENTIAL**

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OFFICE USE ONLY	INITIALS	DATE
Waiver Received By:		
Parent/Guardian Contacted By:		