



Membership Application

Applicant Information:

Name: _____ Date of Birth (DOB): _____

Street Address: _____ Male Female

City: _____ State: _____ Zip Code: _____

Telephone (Home): _____ (Cell): _____

E-mail Address: _____

Preferred Contact: Home Phone Cell Phone Email Other: _____

Employer: _____ Employer Phone: _____

Employer Address: _____ City: _____ Zip: _____

Emergency Contacts:

Last Name: _____ First Name: _____ MI: _____

Street: _____ City: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

Last Name: _____ First Name: _____ MI: _____

Street: _____ City: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

References: Please provide information for on person who is not related to you that we may contact for a reference.

Last Name: _____ First Name: _____ MI: _____

Street: _____ City: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

Last Name: _____ First Name: _____ MI: _____

Street: _____ City: _____ Zip: _____

Home Phone: _____ Cell Phone: _____

How did you learn of the Columbia Association’s (CA) Columbia Community Exchange?

CA media (*circle one*):

(CA Facebook page) (CA Website) (CA Activities Guide) (CA Sports Facility): _____

Village Center: _____ Church: _____

Other Organization: _____ Friend Other: _____

Why you are interested in joining the Community Exchange? Feel free to list services you wish to receive:

Yard Work Household Help Pet Care Child Care Computer repair/help

Translation CCE Community Events Arts and Crafts Help Transportation

Other: _____

Examples: I would like help raking leaves, sweeping driveways, walking my dog, watering my plants or flowers, helping a child with homework, staffing a Community Exchange table at a public outreach event or fair, carrying boxes or groceries, etc...

What skills or services do you feel that you can share with the Community Exchange?

Yard Work Household Help Pet Care Child Care Computer repair/help

Translation CCE Community Events Arts and Crafts Help Transportation

Other: _____

Examples: I can rake leaves, sweep driveways, walk your dog, water your plants or flowers, help a child with homework, staff a Community Exchange table at a public outreach event or fair, carry boxes or groceries, etc...

List any activities or hobbies that you enjoy and/or are involved with/through sports, community, work, school, other: _____

Availability: List your general availability. **NOTE:** This can be changed at any time.

| | Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|-----------|--------|--------|---------|-----------|----------|--------|----------|
| Morning | | | | | | | |
| Afternoon | | | | | | | |
| Evening | | | | | | | |
| Comments | | | | | | | |

Are you willing to provide transportation? (Only for ages 21 and over) Yes No

If yes, Please submit a copy of your current driver’s license and evidence of motor vehicle liability coverage required by the State of Maryland in the form of an insurance identification card or the front page of a current insurance policy. These copies will be retained.

Maryland Driver’s License Number: _____

Name of Insurance Company: _____

Policy Number: _____

Are you willing to drive in the following areas?

Columbia Howard County Other: _____

Do you have any medical conditions or limitations we should know about? Yes No

If “Yes”, please explain: _____

Do you object to being paired with someone who smokes? Yes No **Do you smoke?** Yes No

Have you ever been convicted of a crime? Yes No

NOTE: A conviction does not necessarily prevent participation in the Columbia Community Exchange program.

If “Yes”, please explain: _____

**Columbia Community Exchange
Member Code of Ethics**

As a member in the Columbia Community Exchange (CCE), I will:

- Keep all personal information about my CCE partner (provider or recipient) confidential
- Recognize that my service is entirely voluntary and refuse money, gifts or tips from my CCE Partner
- Respect my CCE partner’s home, property and valuables
- Clarify with my CCE partner the details of my service
- Notify the CCE staff if I have any concerns about the service that is provided or received
- Keep in mind that the spirit of the CCE Program is to create a community that is mutually caring, cooperative and reciprocal
- Be assured that the CCE Program does not discriminate on the basis of race, color, religion, sex, sexual orientation, national origin, age or disability

Members Name (print): _____ Date: _____

Members Name (Signature): _____ Date: _____

Columbia Community Exchange Terms and Conditions

- Columbia Community Exchange (CCE) is designed to increase the involvement of its members in their community through the performance of reciprocal services to improve the quality of life. CCE is not an agent of either party (service provider or service recipient). The CCE staff provides the opportunity for the parties involved to come together in working out mutually acceptable transactions
- Agreements shall be made by and between the parties involved in the transaction. The CCE staff, whether individually or in a group, will not be held responsible and will not assume any liability for claims, damages or any other consequences which may arise from this arrangement
- Further, time dollars are not guaranteed beyond the member’s good faith
- Members must participate in a CCE Orientation/Training Session prior to providing or receiving services
- A member using a personal vehicle in providing services must possess a valid driver’s license and must keep in effect automobile liability insurance covering bodily injury and property damages of an amount equal to the minimum limit required by state law
- Automobile liability is not the responsibility of CCE
- Members agree to perform services in support of CCE and abide by all policies and procedures of CCE
- Members must Keep confidential any and all information concerning CCE members and services
- CCE is a coordinating agency only. CCE does not assess any member’s skills and does not guarantee the performance of anyone who is referred
- CCE does not carry or maintain and expressly disclaims responsibility for providing any liability, medical, disability or insurance coverage for members
- Expenses for any materials used will be the responsibility of the service recipient, and expenses will be agreed upon before the service is delivered
- CCE is not responsible for any injury to persons or damages to property experienced while involved with the program
- In acting as service providers, CCE members are not acting as employees or agents of CCE

Columbia Community Exchange Release, Waiver of Liability and Indemnity Agreement

The signature(s) below indicates my understanding and agreement with the terms and conditions set forth herein (including all pages and attachments to this packet).

I hereby agree with the Columbia Association, Inc. (the “Association”) to the following by affixing my signature below on this date, _____, 20 _____. In connection with my participation in the Columbia Community Exchange (the “Program”), I understand and acknowledge the nature and extent of the activities that will be involved in the program and assume the risk inherent in such activities on behalf of myself. I voluntarily waive any and all claims, costs, liabilities, expenses (including attorney’s fees), and judgments against the Association, its directors, officers, employees, servants, subcontractors and agents and hereby release, excuse and discharge the Association, its directors, officers, employees, servants, subcontractors and agents from all claims, costs, liabilities, expenses (including attorney’s fees), and judgments which may arise out of my participation in the Program and all aspects attendant thereto. The undersigned further agree(s) to indemnify and hold the Association, its directors, officers, employees, servants, subcontractors and agents harmless from any and all claims, damages, actions, liabilities, expenses (including attorney’s fees) and judgments which may arise out of my participation in the Program.

Members Name (print): _____ Date: _____

Members Name (Signature): _____ Date: _____