

# Volunteer Application Form



Please complete this form, join the requested documents, and return to us by post or e-mail (scan).

## Personal details:

Name: \_\_\_\_\_  
Date of birth: \_\_\_\_\_ Gender ☐ Male ☐ Female  
Address: \_\_\_\_\_ Postcode: \_\_\_\_\_ City: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

## Emergency contact details:

Who should we contact in the event of an emergency?

Name: \_\_\_\_\_  
Relationship to you: \_\_\_\_\_  
Address: \_\_\_\_\_ Postcode: \_\_\_\_\_ City: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

## Health:

Do you have any health problems or disability of which we should be aware?

☐ Yes ☐ No If yes, please give us details \_\_\_\_\_

## Driving Details:

Do you have a valid driver's license? ☐ Yes ☐ No

Car Owner? ☐ Yes ☐ No

Previous voluntary work (nature of work, dates, address)

\_\_\_\_\_  
\_\_\_\_\_

Hobbies / interests :

\_\_\_\_\_  
\_\_\_\_\_

Why would you like to become a volunteer of Make-A-Wish Switzerland?

\_\_\_\_\_  
\_\_\_\_\_

Languages spoken and level (one national language should be spoken fluently) :

\_\_\_\_\_

# Volunteer Application Form



Availability for Make-A-Wish: (multiple choice possible)

Weekly time available: \_\_\_\_\_ (hours)

☐ Morning      ☐ Afternoon      ☐ Evening      ☐ Weekend

What role are you interested in?

☐ Fundraiser      ☐ Wish visitor  
☐ Office volunteer      ☐ Other, please describe: \_\_\_\_\_  
☐ Public speaker

## References:

Please, provide details of two referees who are not directly related to you and whom you have known for at least two years.

Name: _____	Name: _____
I know this person since: _____	I know this person since: _____
Address: _____	Address: _____
City: _____	City: _____
Telephone: _____	Telephone: _____
Mobile: _____	Mobile: _____
Email: _____	Email: _____

No Make-A-Wish volunteer, alone or with another person, group or company, may raise funds, or participate in a fundraising event, privately or in a public forum, in the name of Make-A-Wish without prior written permission by Make-a-Wish Switzerland.

Unless given special authorisation, no Make-A-Wish volunteer is authorised to contact a member of the media (including the redaction of a letter, being interviewed on radio, TV, or written press) on any subject relating to Make-A-Wish without the written consent of Make-A-Wish Switzerland.

In the event that a volunteer needs to use their private car in the course of their activities for Make-A-Wish, they are responsible to provide Make-A-Wish with:

- Photocopies of their car insurance and driver's licence.
- Inform their insurance that their car is being used for volunteer services and assure themselves that their insurance has 3<sup>rd</sup> party coverage.

**Please attach a copy of your Curriculum Vitae with a recent photograph to this form.**

The original copy of your criminal record should also be sent to us once we have agreed on a collaboration. This extract can easily be obtained on [www.e-service.admin.ch](http://www.e-service.admin.ch).

The cost of the criminal record extract (20.- CHF) will be refunded to you after receipt.

Please indicate your IBAN number and the name of the account holder \_\_\_\_\_

Please send your completed application form to :

**Make-A-Wish Switzerland**  
**5 Chemin du Canal - 1260 Nyon**