

# VOLUNTEER TERM AND CONDITIONS

1. **Volunteer Commitment:** By submitting this application, you agree to commit your time and effort as a volunteer for the specified period. As a volunteer for the Albany Latin Festival Association, you are expected to be respectful, friendly, and helpful to all Festival staff, volunteers, and attendees.
2. **Responsibilities:** Volunteers are asked to follow directions and be flexible. **We require you to wear your ALFA t-shirt.** Punctuality is expected for your shift. **If you arrive more than 15 minutes late, you will not be issued a meal ticket** for the complementary midday meal. If for any reason, you should have to cancel or modify your shift, **please give 24-hour notice.**
3. **Walkie-talkies** will be distributed at the beginning of their shift for constant and effective communication with festival organizers. At the end of your shift, **you are required to transfer the radio to the next volunteer.** Volunteers need to follow procedures: pick and drop will occur at the volunteer check-in table. **You are required to exchange your ID for the radio.** The ID will be returned to you upon returning your radio.
4. Food volunteers are authorized to **serve just the people who have wristbands.** Servers may not pass food across the fence to unapproved visitors. There are no exceptions.
5. **Use of Golf carts: Only designated Latin Fest staff will be allowed to use Golf Carts** owned by Washington Park/City of Albany. This is a liability and safety concern. There will be no exceptions.
6. **Code of Conduct:** You agree to abide by it in a professional way, with respect, non-discrimination, and adherence to policies and procedures.
7. **Safety and Well-being:** You acknowledge the importance of ensuring a safe and healthy environment for yourself and others while volunteering, and you agree to follow safety protocols and guidelines provided by the organization. **This includes the prohibition of using any substance during or on event grounds without exceptions.**
8. **Volunteer Status:** You understand that volunteering does not establish an employment relationship with the organization and that you are not entitled to compensation, benefits, or legal protections available to employees besides the expected benefits.
9. **Termination of Volunteer Service:** The organization reserves the right to terminate your volunteer service at any time for reasons such as misconduct, violation of policies, or inability to fulfill responsibilities.
10. **Data Privacy:** You consent to the collection, use, and processing of your personal data provided in this application for volunteer management purposes in accordance with applicable data protection laws.
11. By submitting this application, you acknowledge that you have read, understood, and agree to comply with the above terms and conditions for volunteering with our organization.

If you have any questions about our Terms & Conditions, please submit an inquiry through the Questions Form at the bottom of our website at <https://www.albanylatinfest.org/volunteers>.