

## Volunteer Application Form

Thank you for applying to volunteer for Freedom Wheels – a standalone scheme administered by Skipton & Craven Action for Disability. We hope that this service will provide substantial social benefit to our community and we are delighted that you would like to be a part of it. We need to know quite a lot of information about you and your vehicle to ensure your and your passenger's safety, so please do not be put off by the questions, and if you have any queries, please ring us on 0330 041 4578.

### Tell us about you and how we can contact you

Full name	<input type="text" value="(Mr / Mrs / Miss/ Ms / Other)"/>		
Address (including postcode)	<input type="text"/>		
Home telephone	<input type="text"/>	Mobile	<input type="text"/>
Email address	<input type="text"/>	Date of birth	<input type="text"/>

### Tell us about your car and your insurance : If you are likely to drive more than one car whilst volunteering, please tell us before you submit your form

Make & model of car	<input type="text"/>	Estate / hatchback / saloon* *please circle as appropriate
Registration Number	<input type="text"/>	3 door / 5 door* *please circle as appropriate
Engine capacity	<input type="text"/>	
Can the vehicle take a folded wheelchair?	Yes <input type="checkbox"/> No <input type="checkbox"/>	
Name and address of insurance company	Do you hold a full driving licence?	Yes <input type="checkbox"/> No <input type="checkbox"/>
<input type="text"/>	Renewal date:	<input type="text"/>
	Do you hold fully comprehensive insurance?	Yes <input type="checkbox"/> No <input type="checkbox"/>
	Renewal date:	<input type="text"/>
<input type="text"/>	Do you have a valid MOT certificate (if required)?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
	Renewal date:	<input type="text"/>
Do you have any endorsements: Yes <input type="checkbox"/> No <input type="checkbox"/> (If yes, please give details)		<b>Please note: if you have more than 3 points on your licence we cannot accept you as a volunteer</b>
<input type="text"/>		

**Tell us about when you are available and what skills and interests you have.**

Your availability (please tick as appropriate)	Mon		Tues		Wed		Thur		Fri		Sat		Sun		Totally Flexible
	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	am	pm	
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Can you tell us about any previous volunteering or work experience, hobbies or interests you would like to use whilst volunteering for us?

**Who do we contact in an emergency?**

Name	<input type="text"/>		
Home telephone	<input type="text"/>	Mobile	<input type="text"/>
Relationship to individual	<input type="text"/>		

**A diverse group of volunteers.**

We welcome volunteers with all abilities and will do our best to make necessary adjustments to support our volunteers. Please would you let us know below if you have any disabilities or health issues which we would need to take into account (e.g. back or neck problems).

Under the rehabilitation of Offenders Act 1974, do you have any unspent criminal convictions?  
Yes  No

If you have ticked Yes, please give some details below. Having a conviction will not necessarily stop you from volunteering, but will need to be taken into consideration when addressing your suitability.

**Who can we contact as referees?**

(This can be a previous manager or other volunteer, but not a relative. It would be helpful if they have experience of your driving)

Name	<input type="text"/>	Name	<input type="text"/>
Address (including postcode)	<input type="text"/>	Address (including postcode)	<input type="text"/>
Tel. no.	<input type="text"/>	Tel. no.	<input type="text"/>
Email address	<input type="text"/>	Email address	<input type="text"/>
How do you know this person?	<input type="text"/>	How do you know this person?	<input type="text"/>

### Information about visas.

If you are from the European Union, you are free to volunteer in the UK. For those from outside the EU, you will need to check with the UK Borders and Immigration Agency that your visa allows you to volunteer.

Information about you will be kept in accordance with the Data Protection Acts 1998 and 2003 – i.e. secure and confidential. Please inform Freedom Wheels (Skipton & Craven Action for Disability) as soon as possible if any of the above information changes.

#### Declaration

I declare the information I have provided is true.

Signed

Date

#### OFFICE USE ONLY:

Date application received:

Date interviewed:

Interviewed by:

Date reference 1 requested

Date reference 2 requested

Date reference 1 received

Date reference 2 received

Circle when documents checked or received:

Driving Licence (take copy)

Vehicle Insurance Certificate (take copy)

Vehicle Insurance Confirmation Letter (original)

MOT Certificate (take copy)

Tick when completed

Induction

Handbook confirmation received

Volunteer agreement signed

Volunteer's start date

If applicable, visa checked

Additional notes