

**Release Form**

Thank you for your interest in volunteering with Beak n Wings, Inc. This release is to provide protection to Beak n Wings from lawsuits, misrepresentation, and for the protection of our parrots.

Return completed original application with original signature to:

Beak n Wings, Inc.  
9010 Rosehill Rd. Ste B  
Lenexa, Ks 66215

When the release forms are signed, they will be placed in your file. You may request a signed copy of each page or a single page. Every member/volunteer will be requested to sign the below release forms.

Do not leave any blanks.

In becoming a volunteer at events for Beak n Wings you will be providing a service to the public, parrots, and to Beak n Wings, Inc. When members/volunteers are in public teaching proper handling and care of parrots, you are asked to always show professionalism and respect for the parrots. Please remember, the way you act while in public reflects on Beak n Wings, Inc.

While the attached information may appear daunting, the information requested is necessary to help us prevent any mishaps/mishandling of the parrots.

Thank you again for your consideration,

Dean Tyson  
Executive Director, Founder  
Beak n Wings, Inc

**VOLUNTEER / MEMBER RELEASE**

I, \_\_\_\_\_, agree to act as a volunteer for Beak n Wings, Inc. I acknowledge and agree that the activities performed by me as a volunteer/member will be performed strictly on a voluntary basis, without any pay, compensation, or benefits, including without limitation, workers’ compensation benefits. I agree to comply with the rules and regulations established from time to time by Beak n Wings and understand my failure to do so may result in my immediate removal as a volunteer.

I am aware of the nature of the activities to be performed by me as a volunteer/member and recognize that in handling animals (parrots) and performing other volunteer tasks, a risk of harm, injury, illness, or disease exists, including physical harm, illness or disease caused by animals (parrots). I agree that all volunteer activities are to be performed by me at my risk and I assume full responsibility, therefore.

I understand the public relations are an important part of volunteering at Beak n Wings. I consent and authorize Beak n Wings to use any photographs taken of me to public relations purposes.

I hereby certify that the information I have provided throughout this application is truthful and complete and that I have never been convicted of any criminal misdemeanor or felony in the States of Kansas, or any other U.S. State or the U.S. Military or under the jurisdiction of any Foreign Nation, State, Province, Municipality, or Military.

On behalf of myself, my heirs and personal representatives, I agree not to hold or attempt to hold Beak n Wings, Inc., their board members, officers, committee members or employees responsible for any injury or damage sustained or incurred by me arising out of or in any way connected with my activities as a volunteer for Beak n Wings and thereby release and discharge Beak n Wings and Beak n Wings board members, officers, committee members or employees from any and all claims, demands, causes of action of any nature or cause, for any such injury or damage incurred or suffered by me.

\_\_\_\_\_  
Print Name Signature Date

\_\_\_\_\_  
Parent/Guardian Print Name (if under 18) Parent/Guardian Signature (if under 18) Date

\_\_\_\_\_  
Beak n Wings Representative’s Name Beak n Wings Representative’s Signature Date

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**RELEASE AND INDEMNITY AGREEMENT**

Whereas the undersigned has voluntarily elected to work at Beak n Wings; and whereas the undersigned desires to do so at his/her own risk and recognizing the possible and inherent danger to his person and property resulting therefrom; and Now, therefore, in consideration of the promises and other good and valuable consideration, the undersigned doeshereby, for himself/herself, his spouse, or siblings, heirs, executors or administrators, and personal representatives:

1. Assume full responsibility for any personal injury or any damages to his person or property which may occur, directly or indirectly. While in, on, or about Beak n Wings work areas, or while accompanying any member of Beak n Wings while in the performance of their duties; excepting injury or damage of property which may arise out of the negligent or intentional acts or omissions of Beak n Wings and its members or agents.
2. Fully and forever release and discharge Beak n Wings, its agents and members, from any and all claims, demands, damages, rights of actions, or causes of actions, present or future, whether the same be known, anticipated or unanticipated, resulting from arising out of the undersigned being in, on, or about any such Beak n Wings vehicle, or at any or all of the premises or places aforesaid; or while accompanying any member of Beak n Wings as aforesaid; excepting those matters which may arise out of the negligent or intentional acts of omissions of Beak n Wings and its members or agents.
3. To the extent not covered by insurance, indemnify, and hold harmless the Beak n Wings, its agents and members, for acts or conduct of the undersigned of whatever kind or nature whatsoever, while in, on, or about any such Beak n Wings vehicle, or at any or all the premises and places aforesaid; or while accompanying any such members as aforesaid; excepting those negligent or intentional acts or omissions of Beak n Wings and its agents, members.
4. Agree to defend and to pay any attorneys' fees because of any action brought by or against the Beak n Wings, its agents and members, for any acts or conduct of the undersigned of whatever kind or nature whatsoever, while in, on, or about any such Beak n Wings vehicle, or at any or all the premises or places aforesaid, or while accompanying any such member as aforesaid; and
5. Agree that it is the intent of the undersigned that this Release and Indemnity Agreement be in full force and effect at any time after the execution hereof.
6. The undersigned has been clearly informed of the possibility of contracting illnesses from, or being injured by, parrots taken in our program at Beak n Wings. If they choose to handle these animals (parrots) the undersigned recognized the inherent danger to their person.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Print Name (if under 18)

\_\_\_\_\_  
Parent/Guardian Signature (if under 18)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Beak n Wings Representative's Name

\_\_\_\_\_  
Beak n Wings Representative's Signature

\_\_\_\_\_  
Date

## VOLUNTEER/ MEMBER AGREEMENT and CODE OF CONDUCT

*All Volunteer/Members must also read, sign, attach and send in the Volunteer / Member Agreement and Code of Conduct.*

### **As a volunteer for Beak n Wings, Inc:**

I agree to abide by the policies and procedures of Beak n Wings, Inc. As a member of the volunteer staff. I will conform to all rules and regulations commonly applying to members of Beak n Wings, including safety, discrimination, harassment, and confidentiality.

I give consent to Beak n Wings of Kansas, or any other US state, to use and reproduce my name, voice, and/or likeness or that of my pet(s) in connection with any advertising, programming, and/or promotion of Beak n Wings in any media it chooses.

I agree to hold harmless Beak n Wings, Inc., its agents, members, directors, and insurance carriers from any and all claims, damages and judgments which I may have now or in the future against Beak n Wings in all matters pertaining to my service as a Beak n Wings volunteer staff member including, but not limited to, personal injury.

### **I further agree to:**

1. Support the mission, goals, and efforts of Beak n Wings with a positive attitude.
2. Approach my volunteer job responsibilities with professionalism.
3. Treat all parrots and exotic birds with kindness.
4. Promote goodwill by handling contacts with staff, other volunteers, customers, and visitors in the spirit of courtesy and cooperation. To be positive and creative in my efforts to resolve problems.
5. Report to my volunteer job physically and mentally fit for duty. **Beak n Wings is a drug free organization.**
6. Provide appropriate notice of unavoidable absence or lateness.
7. Deal fairly with all Beak n Wings colleagues, supervisors, customers, visitors, volunteers, etc. without regard to their gender, race, ethnicity, religion, creed, age, sexual orientation, marital status, national origin, ancestry, citizenship, military status, veteran status, handicap or disability.
8. Contact the Volunteer Supervisor or Executive Director immediately if I feel discriminated against or harassed by someone in connection with the volunteering.
9. Only serve as an agency representative in the community or media spokesperson when authorized to do so by the Executive Director or Volunteer Supervisor.
10. Correct, when possible, misleading, or inaccurate information and representations made by others concerning Beak n Wings policies, practices, and procedures.
11. Maintain and safeguard the confidentiality of all business, donor, members, volunteer and parrot records, credit, and financial information, and/or any information relating to the operation of the agency that is not known or readily accessible to the public.
12. Observe all safety and security rules in the performance of my volunteer job duties. Report accidents, injuries, fire, theft, or other unusual incidents immediately after occurrence or discovery.
13. Avoid engaging in any conduct that is or could be perceived as a conflict of interest. Refrain from using Beak n Wings property services or supplies for personal reasons unless given prior permission by the appropriate staff member.

14. Call 913-322-3398 and speak to a Beak n Wings Representative if I have questions or concerns about Beak n wings policies, procedures, interpersonal communications, or my volunteer responsibilities.
15. To remain in good standing, I understand that I am required to consistently adhere to the Volunteer Code of Conduct.

My signature confirms that I have read this entire document, as indicated by the total number of pages that I understand the information contained within, and that I agree to the information contained herein.

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Print Name

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Signature

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Date

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Parent/Guardian Print Name (if under 18)

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Parent/Guardian Signature (if under 18)

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Date

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Beak n Wings Representative's Name

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Beak n Wings Representative's Signature

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Date

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**DRESS CODE**

**PURPOSE:**

- To have all members look professional and uniform
- To have all members dress appropriately in public
- To maintain the safety of the member's personal belongings (jewelry, etc.)

**POLICY:**

All members are encouraged to wear a club shirt when publicly representing Beak n Wings. Beak n Wings shirts are for sale. Members are discouraged from having their own logos or shirts made without the approval of the Executive Director. Beak n Wings will provide larger top shirts (over lay shirt) when available, this will protect your personal clothing.

Pants: Members are encouraged to wear jeans or loose fitting, but **NOT BAGGY**, pants.

Shorts: Members may wear short pants which are neither too tight fitting nor too baggy. Members are encouraged to wear shorts which are either below the knee or just above the knee. **NO short shorts.**

Spandex: Spandex may not be worn when representing Beak n Wings.

Shirts: If a member chooses to wear a short cut shirt, or one with spaghetti straps, it must be covered with another shirt. It is not professional to wear shirts showing the stomach area or all the shoulders when representing Beak n Wings. Members are requested **NOT** to wear shirts which have been badly chewed or stained by birds even if they are "club shirts".

Jewelry: Members are encouraged to not wear jewelry when with Beak n Wings, excluding wedding rings and watches, Beak n Wings will not be held responsible for lost or broken jewelry.

I the undersigned have read and understand the above policy on the "Dress Code".

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Print Name (if under 18)

\_\_\_\_\_  
Parent/Guardian Signature (if under 18)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Beak n Wings Representative's Name

\_\_\_\_\_  
Beak n Wings Representative's Signature

\_\_\_\_\_  
Date

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**BIRD HANDLING**

**PURPOSE:**

To prevent injuries to members / volunteers, the public and parrots  
To reduce the stress levels of our parrots  
To encourage the dignity of each parrot  
To help educate the volunteers, members and the public

**POLICY:**

All members are encouraged to not handle other member's birds without the permission of the bird's owner.

Members are encouraged to bring birds out to help educate the public and other members. Members are requested to follow the below guidelines to preserve the dignity of all parrots.

Handling of Parrots:

- 1) Parrots are not to be held or touched without the permission from the owner.
- 2) No parrot should be held by the neck at any time in the public or member's view unless it is an ~~emergency~~ emergency.
- 3) Parrots should not be handed to the public without explaining the possibility of being bitten.
- 4) If grooming or restraining a parrot in view of the public always explain what you are doing and why, and to help the person understand you are not hurting the parrot.
- 5) No parrot should ever be hit, thumped, tossed, bitten, or intentionally placed in harm's way. Any member seen executing any of the listed shall be removed from the function immediately.

I the undersigned have read and understand the above policy on "Bird Handling".

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Print Name	Signature	Date
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Parent/Guardian Print Name (if under 18)	Parent/Guardian Signature (if under 18)	Date
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Beak n Wings Representative's Name	Beak n Wings Representative's Signature	Date
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My signature confirms that I have read this entire document, as indicated by the total number of pages, and that I understand the information contained within, and that I agree to the information contained herein. I understand this release will be placed in my membership/volunteer file. I further understand I may request a copy of this signed release at any time.

\_\_\_\_\_ Signature \_\_\_\_\_ Date  
Print Name

\_\_\_\_\_ Parent/Guardian Signature (if under 18) \_\_\_\_\_ Date  
Parent/Guardian Print Name (if under 18)

\_\_\_\_\_ Beak n Wings Representative's Signature \_\_\_\_\_ Date  
Beak n Wings Representative's Name

The purpose of Beak n Wings shall be to furnish and exchange knowledge about and to promote the humane breeding and / or raising of pet birds, and to introduce the general public to the field of aviculture.

**DELIBERATELY BLANK HEREAFTER**