CHECK ALL APPLICABLE SELECTIONS

WORK DAY: Monday, January 21, 2002

GENERAL WORK TIME: _____

IS THIS AN ON-GOING PROJECT? Yes _____ No _____

IF YES, PLEASE UPDATE SERVICE PROJECT EVERY SIX (6) MONTHES BY COMPLETING THE KING DAY OF SERVICE PROJECT ACTIVITY REPORT FORM

MEALS: Participants will be responsible for providing their own meals unless otherwise indicated.

INDICATE PROPOSED TYPES OF WORK

A. PHYSICAL LABOR INDOORS:

___ Building/Constructing	___ Moving Furniture	___ Wall Papering
___ Carpet Cleaning	___ Painting	___ Window Washing
___ General Cleaning	___ Refinishing	___ Other
Area:		
___ Floor	___ Ceilings	___ Walls

B. PHYSICAL LABOR OUTDOORS:

___ Building/Constructing	___ Painting	___ Trail Blazing
___ General Cleaning	___ Planting	___ Trash Removal
___ Hauling	___ Roofing	___ Snow Removal
___ Lawn Mowing/Raking	___ Scraping	___ Window Washing
___ Other: _____		
Please Describe: _____	_____	_____
_____	_____	_____

C. OFFICE WORK:

___ Filing	___ Organizing	___ Telephone
___ Mailing	___ Sorting	___ Typing
___ Other: _____	_____	_____
_____	_____	_____
_____	_____	_____

D. INTERACTIVE CLIENT SERVICES AND MISCELLANEOUS:

___ Assisting	___ Preparing/Serving Food	___ Special Event Planning
___ Entertaining	___ Sewing	___ Visiting

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E. TRANSPORTATION/DELIVERY:		
___ Clients ___ Other: _____	___ Educational Materials	___ Food Baskets/Meals
Vehicles to be Used:	____ Agency	____ Personal

F. VOLUNTEER NEEDS:
Number of Volunteers Required: ____ Maximum ____ Minimum **Special Volunteer Skills Needed**:_____ _____ _____

G. APPROPRIATE DRESS REQUIRED:		
___ Gloves ___ Work Clothes (Jeans)	___ Casual (Khakis) ___ Other: (Specify): _____ _____ _____	___ Professional (Suit) _____ _____ _____

H. AGENCY WILL PROVIDE ALL TOOLS, MATERIALS AND SUPPLIES FOR THE JOB. THIS WILL INCLUDE:		
___ Carpet Cleaners (etc.) ___ Rakes ___Other: _____ **Please Describe:** _____ _____ _____	___ Ladders ___ Snow Shovels _____ _____ _____	___ Shovels ___ Paint Brushes/Rollers _____ _____ _____
ADDITIONAL/SUPPLEMENTAL SUPPLIES NEEDED (IF AVAILABLE)		

The Dr. Martin Luther King, Jr. Indiana Holiday Commission (King Commission) strives to encourage and facilitate statewide volunteerism during the King Holiday.

While the King Commission endeavors to facilitate the efforts of entities offering volunteer services and those needing volunteers, the King

Commission assumes no legal responsibility for the acts or actions of the volunteer/service agencies or volunteers.

The King Commission further assumes no liability for any losses, either real or personal, incurred by either volunteers or volunteer service agencies.

The King Commission is neither affiliated with volunteer service agencies nor volunteers. Further, the King Commission assumes no responsibility for damages and/or substandard work that might result as a consequence of utilizing volunteers.

The King Commission is acting solely as a facilitator of volunteer activity and community benefit throughout the State of Indiana and in no measure reaps profit or gain as a result of this activity.

By submitting this King Day of Service Project Day of Service Registration Form, the undersigned agrees to the limitations of liability set forth above.

SIGNATURE	**TITLE**
PRINTED NAME	**DATE**
TELEPHONE	**E-MAIL**

PLEASE RETURN FORM TO:

KING DAY OF SERVICE PROJECT REGISTRATION FORM

C/O DENIDRA WARREN
MARTIN LUTHER KING, JR. INDIANA HOLIDAY COMMISSION
INDIANA CIVIL RIGHTS COMMISSION
100 NORTH SENATE AVENUE, ROOM N103
INDIANAPOLIS, INDIANA 46204
TELE: (317) 233-0534 FAX: (317) 234-0135