

ORE Organization Registration Form

Name of Organization: _____

Contact Person: _____ Role/Title: _____

*This is the person who will have access to the ORE program database and Membership offers and requests.

* Would you like to become an Individual Member as well? Yes

Org Mailing Address: _____

Town

Zip

Physical Address, if different: _____

Phone: _____ Email: _____ Preferred : Email | Phone

Org website: _____

Who referred you/how did you hear about us? _____

Please describe your organization or attach a description (For your profile page):

List the services your org would like to **receive** from ORE Members:

1. _____
2. _____
3. _____

List the services/opportunities your org can **offer** ORE Members:

1. _____
2. _____
3. _____

(More offers and requests can always be added on your Community Weaver exchange account)

Annual Membership Fees - an amount that you can afford

We are requesting you to support ORE financially. We are asking you to give an amount you can afford on a sliding scale from \$0 to \$50 a year. This policy applies to all timebank members: individual members, household members and member organizations. The same sliding scale for everyone.

You may ask: How will ORE cover its running expenses? Looking at our annual expenses we see that an average of \$25 from each member per year would enable us to cover the basic ORE expenses. This does not include office rent and staff wages, both of which we no longer have. We expect some members to give more while others will give less and that together we can cover all of the necessary expenses.

All dues and donations go to the support of the Onion River Exchange, a 501(c)3 non-profit organization. Donations are tax deductible.

Make checks out to Onion River Exchange or go to <https://orexchange.org/pay-member-fee> to pay using PayPal.

www.orexchange.org/donate

Onion River Exchange (ORE) Participant Agreement Form

☐ Please keep a copy of this sheet for your records ☐

- 1) I understand that my participation in ORE is *voluntary* and that I am able to discontinue my ORE membership at any time for any reason.
- 2) I understand that my name, telephone number, e-mail address, and information about my service offers and requests will be published in the ORE Member services directories (on paper and on Community Weaver, the ORE online exchange program) and shared with other ORE Members, unless I specify otherwise.
- 3) I understand ORE is not an agent of any Member, neither the Giver nor Receiver of any service or exchange. ORE staff provides the opportunity for the Members involved to come together and work out a mutually acceptable transaction.
- 4) Since any agreement shall be made by and between the Members involved in the transaction, ORE cannot guarantee the performance of any Member. ORE, its affiliates/subsidiaries/staff, whether individually or in a group, will not be held responsible and will not assume any liability for claims, damages, or any other consequence which may arise from this arrangement. Nor are any credits guaranteed beyond the members' good faith.
- 5) I agree to hold ORE, its affiliates/subsidiaries, staff and/or agents harmless from any and all claims or liabilities arising out of ORE membership.
- 6) I understand that if I use my personal vehicle in the course of my service for ORE, I must have a current valid driver's license and I must keep vehicle insurance in force at least in an amount equal to the minimum limit required by Vermont law.
- 7) I understand and agree that I must hold all Members' health and personal information in confidence and that intentional or involuntary violation of that confidentiality could result in dismissal from ORE.

- 8) I understand that ORE does not assess Members' skills and I agree that if requesting a service requiring a licensed professional I must only accept service from a licensed professional. Further, I agree that if I am providing a service that requires a professional license, I have a valid current license in that field.
- 9) I understand that ORE does not guarantee the fulfillment of any request, nor that any offer of service will be utilized.
- 10) I understand that there is an element of risk involved in participation in ORE and accept that all activities are on a voluntary basis and entirely at my own discretion.

11) Our Ethics Policy

ORE is dedicated to promoting and building enduring and peaceful connections within its organization and within the community it serves. It is ORE's intent to reflect this within its membership, its own operation, and its Board and committee structure. ORE also recognizes that within any organization it is possible for conflict to arise among members; therefore, please see the ORE Grievance Procedure posted on our website and on Community Weaver for guidelines on dealing with any such conflict or grievance that may arise.

All members that sign up for ORE are expected to adhere to and abide by the following principles in conducting themselves with one another and in all actions representing ORE:

- **respect**
- **listening**
- **safety**
- **cooperation**
- **equitable sharing of time & ideas**
- **peaceful coexistence**

12) Steps to a Good Exchange

ORE asks all Members to do the following to ensure good exchanges:

- Clarify, communicate and confirm all details before an exchange happens: How much time will be exchanged? Is there cash involved (material costs should always be paid by the receiver of service)? What level of skill is needed?
- Respond quickly when another Member reaches out to you, within 48 hours if possible.
- Post offers and requests on Community Weaver, ORE's online exchange platform, and keep your contact information and offers/requests up to date.
- Log your earned hours in Community Weaver. It is generally the giver of service that logs the hours.

By signing this document, I agree to abide by the terms of the ORE Participant Agreement Form and understand that I act as a representative of an Organizational Member of ORE. I understand that failure to abide by the terms and content of this document could be cause for my dismissal from participation in ORE.

X _____ Date _____

Signature

Personal Information and Publication Consent:

I consent to the use of my organizations name, image, quotations, and/or exchange stories in ORE-related projects, publications and media. I release ORE and its affiliates, members, agents, and staff from any liability resulting from the public use of these images and/or information.

Yes No

X _____ **Date** _____
Signature

STAFF USE ONLY

Notes

Date Approved:

Date of Orientation: