

Filling Out the OF301A Volunteer Agreement as an **INDIVIDUAL**

Conditions for completing this as an individual: 1) When a minor intends to volunteer, they must complete this with their parent/guardian. Or 2) when the club asks active A.T. volunteers to use this form to sign on to their roster.

Note: some land managers request that individual volunteers sign on to the OF301B roster.

Please complete only these fields:

- Check “Individual” in Box 1
- Write your name into box 3
- Complete Box 4 (example: Maine Appalachian Trail Club)
- Complete Boxes 5 through 11
- (Boxes 12a- 12d are optional)
- Complete Boxes 13 through 19
 - If the volunteer is under the age of 18, complete boxes 28 through 34 (parent or guardian signature is required)
- Leave 26 and 27 blank. Review the Volunteer Service Descriptions in the group’s Volunteer Service Agreement before signing.
- In Box 35, please check the top four boxes.
 - If you consent to being photographed and having your photographic image released for promotional purposes, please check the fifth box.
 - At the bottom of section 35 where it reads “I do hereby volunteer...” add “Appalachian National Scenic Trail” to the blank line
- Sign and date in Box 36.

Filling Out a Sponsored **GROUP** Agreement (OF301A for Group)

Conditions for completing this for a group: Once every five years, when the club is renewing their Volunteer Service Agreement with the federal land manager.

Not necessary for events partnering with a group.

Please complete only these fields:

- Check "Group" in box 1
- Complete boxes 2 and 3
- Complete boxes 5-8, 10, and 11
- In section 26, add "See Volunteer Position Descriptions"
- In section 27, check "description of service attached" and "OF-301b Volunteer Sign up Form for Groups attached"
- Complete section 35
 - At the bottom of section 35 where it reads "I do hereby volunteer..."
add "Appalachian National Scenic Trail" to the blank line
- Sign and Date section 36.