



Solano County District Attorney's Office

Volunteer Program

675 Texas Street, Suite 4500, Fairfield, CA 94533
(707) 784-6800 Fax: (707) 784-7986 solanoda@solanocounty.com

Volunteer Commitment Form

Form with fields for Position of Interest, Date, Social Security No, First Name, Last Name, Address, E-Mail Address, City, State, Zip, Home Phone, Cell Phone, Work Phone.

RESPONSIBILITIES OF VOLUNTEER:

- 1. Fulfill Commitment, as listed on schedule.
2. Report number of hours worked.
3. Serve in capacity as described.

Description of volunteer assignment:

Legal Research and writing, responding to motions, civil litigation discovery, scanning documents, filing, court filing of documents and any other law clerk duties that may be assigned.

TIMES AVAILABLE

Form with fields for Number of hours per week, Check Days available (Morning/Afternoon), and Availability (Ongoing, Short Term, 1 Semester, School Year, Summer Only).

Duration of Volunteer Commitment:

Starting Date: Time: Final Date:

As a volunteer, I agree to perform the tasks outlined in my volunteer assignment to the best of my ability. I recognize that I am serving at the pleasure of the department head and am not an employee of the County of Solano. I waive any rights to receive salary, wages, fees, fringe benefits, or other compensation for the work I will be performing.

Signed: On Site Supervisor Signed: Volunteer

Signed: Departmental Volunteer Coordinator