



**HSSA Adult Group Onsite Community Service Application
TO BE FILLED OUT BY Organizer**

Organizer's First and Last Name _____

Group Name _____

Address _____

City _____ Zip _____

Cell Phone _____

Contact Phone Number _____

Email _____

Number of Adults Attending _____

Please provide 2-3 dates and times you would like your group to visit the HSSA.

Applications are accepted on a first-come, first-served basis and sessions are limited to 10 adult per scheduled service day.

Confirmation will be made by email. Please allow at minimum, one week processing time for your application to be confirmed. If you apply during the summer confirmation will not be made until the beginning of August.

Rules and Regulations:

Age Restrictions – Onsite Service is open to adults ages 18 and over.

Consent Form - All participants read and sign the consent form before participating in the HSSA Onsite Program.

Dress Code – For safety reasons, participants must wear closed-toed shoes. Sandals, thongs, flip-flops and clogs are not permitted. Please also wear clothes that can get dirty or stained, including long pants and appropriate tops.

Cancellation or Absence – The HSSA onsite service program is a 3 hour commitment. Dates have been carefully planned in order to accommodate school schedules, vacations and holidays. If a participant from the group is not able to attend on the scheduled group date, hours cannot be made up on an individual basis.

Restricted Areas – Participants are not permitted to be inside any area of the facility unless accompanied by an adult staff member or docent. Failure to follow this rule will result in dismissal from the program.

Guests – Friends and family are not permitted to participate in the HSSA program with participants. Participants who wish to show their families and friends the facility are encouraged to do so during shelter business hours, and only the areas open to the public.

Animals – No participant will have any direct contact, care or control of any animal in the HSSA's care.

Advisory – The HSSA works closely with the Arizona Department of Corrections. ADOC selected inmates work on the HSSA main campus daily and will be present in areas were participants may be working. Participants are not to speak to or interact in any way with inmates. No participant will be left with any inmate unsupervised at any time. The ADOC has designated staff to supervise all inmates as well as hourly corrections officer visits to account for inmates.

I hereby certify that I have read and agree to the conditions set forth above.

Organizer's Signature _____ Date _____