



# Long Beach Time Exchange Membership Application

Mail to: Long Beach Time Exchange PO BOX 40151 Long Beach CA 90804

## Application Information:

*(Use TAB to move to next field. Shift + TAB to go backwards)(Use Space Bar or mouse click to check boxes)*

Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Employed?  Yes  No Employer Name: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Birthday \_\_\_\_\_

Race/Ethnicity\* \_\_\_\_\_ Ave Monthly Income\* \_\_\_\_\_

*\* Indicates optional (but helpful for funding purposes) information.*

Do you have internet access?  Yes  No

How did you hear about us?  Friend  Internet  News  Event  Other

If 'Other' please tell us how: \_\_\_\_\_

What languages do you speak? \_\_\_\_\_

Are you affiliated with any organizations in Long Beach?  Yes  No If so, please list below:

\_\_\_\_\_

**Services:** Please fill out the attached **Skill Inventory Worksheet** to see what types of services you'd like to provide or receive.

References: Please provide two personal, professional, relational or volunteer references.

1) Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

2) Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Membership Fee:** Pay what you can to support the operating costs of LBTE.

\$30 suggested membership fee \* \$15 for students and seniors \* other amounts accepted

**Applications will not be denied for lack of funds.**



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## Long Beach Time Exchange (LBTE) Membership Agreement

### **Code of Ethics**

As a Long Beach Time Exchange (LBTE) member, I agree:

1. To clarify all details of my time transaction before meeting with my partner.
2. To respect my exchange partner's privacy and confidentiality.
3. To recognize that my service is voluntary.
4. To respect my exchange partner's home, property, and valuables.
5. To refrain from smoking in or bringing pets to my exchange partner's home, unless invited to do so.
6. To use the hOurworld database (our time banking software) to log my time exchanges, or to arrange to have another member or LBTE staff to log my time exchanges for me.
7. To seek out, via the hOurworld database, offers from other members that appeal to me.
8. To maintain at least one service offer in the hOurworld database.
9. To refrain from any conduct that would violate any local, state, or federal laws or ordinances.
10. That transactions involving any kind of sexual conduct are strictly prohibited.
11. To refrain from any offensive, fraudulent, dishonest, harassing, or inappropriate conduct.

### **Liability Agreement**

Prior to the activation of the exchange privileges, all members must initial the statements below and sign and date the bottom of this sheet. **(Checking the boxes below indicates agreement to the terms outlined)**

- I have read and understand the code of ethics. I agree to abide by its content as well as follow other guidelines outlined by the LBTE in the membership handbook. I understand that failure to abide by these guidelines would be cause for the suspension or discontinuation of my membership.
- I understand that when time exchange involves services such as transportation, childcare, eldercare, plumbing, etc., it is the responsibility of the requester to ascertain the giver's competency to his/her level of comfort.
- I understand that, in the LBTE, we offer neighborly services to each other. Members provide services to the best of their ability and do not guarantee their work. I understand that the LBTE is a coordinating agency and cannot guarantee the performance of anyone who is referred.
- I understand that expenses for any materials used will be the responsibility of the recipient, and expenses will be agreed upon before the service is delivered.
- I understand that the LBTE cannot be held responsible for any injury to persons, whether physical or psychological, or damage to property experienced while participating in the program. The applicant hereby agrees to indemnify and hold the LBTE harmless, as well as its officers, directors, employees, representatives, agents, and volunteers, from any and all claims, injuries, or losses resulting from participation in any program transactions and/or activities.
- I agree that if I use my personal vehicle in rendering volunteer service through the LBTE, I will, in accordance with California law, arrange to keep in effect adequate and legal automobile liability insurance covering bodily injury and property damage.
- If offering services of a professional nature, I agree to comply with all applicable training and insurance requirements.

\_\_\_\_\_  
Member's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian's Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

***\*I hereby give my permission for my minor child, named above, to participate in the Long Beach Time Exchange by making exchanges with other Long Beach Time Exchange members. The parent/guardian of said minor agrees to supervise and to assume all risks of the minor's participation in any member activities.***



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## Long Beach Time Exchange Skill Inventory

Please mark the services you'd like to Give (left box) or Receive (Right Box)

G	R	Community Activity	G	R	Transportation	G	R	Business Services
<input type="checkbox"/>	<input type="checkbox"/>	Gardening	<input type="checkbox"/>	<input type="checkbox"/>	Errands/Shopping	<input type="checkbox"/>	<input type="checkbox"/>	Clerical
<input type="checkbox"/>	<input type="checkbox"/>	Cleaning	<input type="checkbox"/>	<input type="checkbox"/>	Train/Bus/Airport	<input type="checkbox"/>	<input type="checkbox"/>	Computer Support
<input type="checkbox"/>	<input type="checkbox"/>	Community Events	<input type="checkbox"/>	<input type="checkbox"/>	Medical	<input type="checkbox"/>	<input type="checkbox"/>	Graphic Design
<input type="checkbox"/>	<input type="checkbox"/>	Timebank Staff	<input type="checkbox"/>	<input type="checkbox"/>	Moving Furniture	<input type="checkbox"/>	<input type="checkbox"/>	Marketing
<input type="checkbox"/>	<input type="checkbox"/>	Social Change Actions				<input type="checkbox"/>	<input type="checkbox"/>	Typing

G	R	Companionship	G	R	Wellness	G	R	Education
<input type="checkbox"/>	<input type="checkbox"/>	Dining Out	<input type="checkbox"/>	<input type="checkbox"/>	Counseling	<input type="checkbox"/>	<input type="checkbox"/>	Cooking
<input type="checkbox"/>	<input type="checkbox"/>	Bicycle Buddy	<input type="checkbox"/>	<input type="checkbox"/>	Diet and Nutrition	<input type="checkbox"/>	<input type="checkbox"/>	Swimming
<input type="checkbox"/>	<input type="checkbox"/>	Home Visits	<input type="checkbox"/>	<input type="checkbox"/>	Fitness and Exercise	<input type="checkbox"/>	<input type="checkbox"/>	Sports
<input type="checkbox"/>	<input type="checkbox"/>	Medical Errands	<input type="checkbox"/>	<input type="checkbox"/>	Medical Services	<input type="checkbox"/>	<input type="checkbox"/>	Music
<input type="checkbox"/>	<input type="checkbox"/>	Taking Walks	<input type="checkbox"/>	<input type="checkbox"/>	Yoga and Meditation	<input type="checkbox"/>	<input type="checkbox"/>	Tutoring

G	R	Help at Home	G	R	Other (Please list below)	G	R	Finances
<input type="checkbox"/>	<input type="checkbox"/>	Child Care	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	Computer Software
<input type="checkbox"/>	<input type="checkbox"/>	Cleaning	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	Languages
<input type="checkbox"/>	<input type="checkbox"/>	Sewing	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	Pet Care	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	Respite Care	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	Car Repair	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	Painting	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	Plumbing	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	Electrical	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	Garden or Yard Work	<input type="checkbox"/>	<input type="checkbox"/>				