



The Notorious RVG Tour Guidelines:

1. Only the driver and his/her co-pilot(s) may enter the vehicle. There are no visitors allowed inside the RV for any reason including, but not limited to, emergency bathroom requests.
2. The tour is a low touch / no touch environment and nothing from an outdoor event should be brought into the living space of the RVG.
3. All items used during events are stored in the outdoor compartments of the Notorious RVG.
4. The Notorious RVG cannot be used to transport items or people for other groups.
5. All volunteers will check their temperature and submit a completed COVID-19 waiver (health screening) before the start of each shift.
6. Masks are encouraged but not mandatory.
7. Hand sanitizer will be available at all times.
8. Ideally, volunteer training should take place at a staging area at least a block away from the first event of the day. This allows for training without a large crowd expecting immediate access to the RVG.
9. If the training was not done elsewhere ahead of time, the tour driver will need 15 minutes for setup before members of the public approach. Setup starts with the driver leveling the RVG (Ruthless), giving instructions to volunteers, and setting up the information table + bling.
10. During orientation the tour driver will give volunteers a short overview of the talking points and pass out canvassing bags with materials.
11. Canvassing bags and remaining contents should be returned to the RVG at the end of the event. If anyone is interested in an "ambassador bag" they are available as a donor gift on our website.

VoteEqualityUS contact:
Jess Kujala (540-877-0317)





Assumption of Risk, Waiver of Liability & COVID-19 Agreement

I acknowledge the contagious nature of the Coronavirus/COVID-19 and monkeypox and that the CDC and many other public health authorities recommend face masks and social distancing. I also acknowledge that VoteEqualityUS has put in place preventative measures and protocols to reduce the spread of the Coronavirus/COVID-19 and monkeypox. I further acknowledge that VoteEqualityUS cannot guarantee that I will not become infected with the Coronavirus/COVID-19 and/or monkeypox. I attest:

- I understand that the risk of becoming exposed to and/or infected by the Coronavirus/COVID-19 and/or monkeypox may result from the actions, omissions, or negligence of myself and others, including, but not limited to, staff, and other volunteers and their families.
- I voluntarily agreed to attend today's event / tour stop and acknowledge that I am increasing my risk to exposure to the Coronavirus/COVID-19 and/or monkeypox.
- I acknowledge that I must comply with all set VoteEqualityUS procedures and protocols to reduce the spread of Coronavirus/COVID-19 and/or monkeypox while attending today's event / tour stop.
- I am not experiencing any symptom of illness such as cough, shortness of breath or difficulty breathing, fever, chills, repeated shaking with chills, muscle pain, headache, sore throat, or new loss of taste or smell.
- I have not traveled internationally within the last 14 days.
- I have not traveled to a highly impacted area within the United States of America in the last 14 days.
- I do not believe I have been exposed to someone with a suspected and/or confirmed case of the Coronavirus/COVID-19 and/or monkeypox.
- I have not been diagnosed with Coronavirus/COVID-19 and/or monkeypox and not yet cleared as non-contagious by state or local public health authorities.
- I am following all CDC recommended guidelines on mask wearing and social distancing as much as possible and limiting my exposure to the Coronavirus/COVID-19 and/or monkeypox.
- *I took my temperature today and it was within the acceptable range of normal (97-99.6 degrees).*

initials

I hereby release, discharge and agree to indemnify and hold the VoteEqualityUS, Center for Common Ground, and their funders from, and waive on behalf of myself and my heirs and personal representatives and any minors I am responsible for who volunteer with me, any and all causes of action, claims, demands, damages, costs, expenses and compensation for damage or loss to myself and/or property that may be caused by any act, or failure to act of VoteEqualityUS, Center for Common Ground, or their funders.

I understand this release discharges VoteEqualityUS, Center for Common Ground, and their funders from any liability or claim that I or my heirs, personal representatives or minors I am responsible for may have against VoteEqualityUS, Center for Common Ground, or their funders with respect to any bodily injury, illness, death, medical treatment, or property damage that may arise from or in connection with my volunteer activities. This liability waiver and release extends to the VoteEqualityUS together with all of its Co-founders, Directors, and other volunteers. I further agree this release will be governed by Virginia law and that the exclusive venue for any dispute arising from this release will be a court of competent jurisdiction sitting in Richmond, Virginia.

Printed Name _____ Emergency Contact _____

Signature _____ Emergency Contact Cell #: _____

Date _____





The Notorious RVG Driver Guidelines:

1. Documents and Vehicle

- a. Drivers must provide a picture of their driver's license to be added to the insurance policy and cannot drive the vehicle until they are confirmed on the policy.
- b. The RV registration, Virginia Farm Bureau insurance policy, and RV instruction manuals are to be kept in the Winnebago bag in the compartment above the driver's seat.
- c. Drivers must keep a valid driver's license and health insurance card with them at all times.
- d. If there are any issues with the RV (flat tire, dead battery, etc.) contact VoteEqualityUS.

ROADSIDE ASSISTANCE POLICY GOES HERE

- e. Nobody may enter the RV except tour drivers and VoteEqualityUS pre-approved passengers. No other guests allowed in the RV, no exceptions.
- f. Please ensure the RV is always locked.

2. Routing and Driving

- a. VoteEqualityUS will provide all tour stop addresses in advance. VoteEqualityUS will ask local volunteers lead the RV from location to location whenever possible.
- b. Drivers (and local volunteers leading the RV) will use the app RVParky as their routing / mapping tool. *The RV specs to use for routing purposes are: Type, Class A Motorhome; Length, 27 feet; Height, 14 feet; MPG, 6 mpg.*
- c. Should GPS become unavailable during a route, please pull over and call VoteEqualityUS for assistance.
- d. Comply with all speed limits; the maximum speed for the RV at any time, regardless of posted speed limit, is 65 mph.
- e. It is best practice to have two volunteers on the RV whenever possible.
- f. No texting and driving. If it is urgent that you be on the phone while driving, you must use a handsfree option.

3. Misc.

- a. Follow all steps outlined in Tour Guidelines for events / tour stops.
- b. Only VoteEqualityUS volunteers on stipend may touch inventory, materials, canvassing bags (prior to the bags being handed to event volunteers), and the table/cashbox. Guests are encouraged to use QR codes to donate online.
- c. Bleach and a water bottle for mixing a solution are provided on the RV.
- d. Shoes should not be worn inside the RV and can be left on the mat on the steps.

VoteEqualityUS contacts:

Jess Kujala (540-877-0317) / Kati Hornung (804-347-4396)





The Notorious RVG Cash Guidelines for Driver:

1. Cash donations are collected via locked cashbox.
2. No change is given to minimize the strain on volunteers. This is clearly labeled on the donor table. Donors are encouraged to use the QR code to donate online.
3. Emptying procedures:
 - a. Get the cashbox key from the pencil case above the dinette, an empty envelope labeled with the current date, and put on gloves for handling cash
 - b. Count the cash and add it to the envelope marked with the current date
 - c. Seal the envelope and set it inside the RV
 - d. Lock the cashbox
 - e. The day's cash can be added to the larger cash envelope in the Winnebago bag above the driver's seat.
4. Reimbursable tour expenses (campground fees, tolls, gas, etc.) may be taken from the petty cash on the RV. The receipt (or a note, if no receipt is given) should be added to the petty cash receipt envelope.
5. Whenever the petty cash exceeds \$400, please use it for gas and add the receipt to the petty cash receipt envelope.





Volunteer VoteEqualityUS Tour Driver Agreement

I, as a volunteer, understand that I am an important member of the VoteEqualityUS team and agree as follows:

Health

On the first day that I join the VoteEqualityUS tour as a driver I will attest that:

- I am not experiencing any symptoms of illness, including fever, cough or shortness of breath. Should I develop any symptoms at any time during the tour or within 14 days following my time with the tour, I will notify VoteEqualityUS (Jess Kujala 540-877-0317) immediately.
- I have been and will continue to follow recommended CDC guidelines to limit my exposure to COVID-19 and/or monkeypox.

Throughout the tour, I agree to follow the posted VoteEqualityUS safety and hygiene protocols, available online and in the vehicle.

Driving

I acknowledge that I have voluntarily applied to drive the RV for the VoteEqualityUS tour for the period: _____ to _____.

I agree that:

- The VoteEqualityUS vehicle will be used exclusively for tour related trips related to my volunteer assignment and not for personal purposes.
- I will represent VoteEqualityUS responsibly.
- I will review and abide by the VoteEqualityUS driver guidelines; if I do not follow these rules, I may be held personally responsible for any liability or damage to the vehicle.
- I will endeavor to operate the vehicle in accordance with the traffic laws of the state in which it is being driven.
- I will ensure only authorized persons get on the vehicle.
- I will ensure that all persons are wearing seatbelts while the driving/riding in the vehicle.
- I will immediately notify VoteEqualityUS if I am involved in an accident or convicted of a traffic violation.





Volunteer VoteEqualityUS Tour Driver Agreement

(continued, page 2 of 3)

I understand as a volunteer VoteEqualityUS driver that:

- The scope of my duties are limited to those described in *The Notorious RVG Driver Guidelines*, which have been provided to me.
- I will receive a stipend of \$1000/week (\$143/day) for the agreed time period unless I drive for a shorter period of time, in which case I will receive the stipend for the number of days I drove (including rest days).
- VoteEqualityUS will reimburse me for gas for the RV, \$50/day/authorized person for food and incidentals, and any other pre-authorized expenditures upon receipt. The reimbursement form includes instructions for receipts and submission and has been provided to me.
- VoteEqualityUS will include me as an authorized driver on the Center for Common Ground vehicle insurance policy during the agreed period. A full copy of the insurance policy stating limitations of coverage has been provided to me.
- I am responsible for my own health insurance coverage in the event of illness or injury.

Assumption of Risk and Waiver of Liability

I acknowledge that I have voluntarily applied to VoteEqualityUS's volunteer driver program. I understand that the scope of my volunteer relationship with VoteEqualityUS is limited to a volunteer position and that no compensation beyond the stipend and expenses listed above is expected in return for services provided by me; that VoteEqualityUS will not provide any benefits beyond those expressly listed above; and that I am responsible for my own insurance coverage in the event of illness or personal injury as a result of my services to VoteEqualityUS.

I understand that my volunteer activities with VoteEqualityUS may include activities that could be hazardous to me, including but not limited to packing, loading, unloading and carry items, transportation to and from tour sites, living aboard an RV, and exposure to people with infectious diseases. I fully understand and appreciate the risks that are inherent to my volunteer activities. I hereby assume the risk of bodily injury, illness, death, medical treatment and property damage resulting from my volunteer activities, even if resulting from the negligence of VoteEqualityUS, Center for Common Ground, or their funders.





Volunteer VoteEqualityUS Tour Driver Agreement

(continued, page 3 of 3)

I hereby release, discharge and agree to indemnify and hold VoteEqualityUS, Center for Common Ground, and their funders, and waive on behalf of myself and my heirs and personal representatives and any minors I am responsible for who volunteer with me, any and all causes of action, claims, demands, damages, costs, expenses and compensation for damage or loss to myself and/or property that may be caused by any act, or failure to act of VoteEqualityUS, Center for Common Ground, or their funders.

I understand that this release discharges VoteEqualityUS, Center for Common Ground, and their funders from any liability or claim that I or my heirs, personal representatives or minors I am responsible for may have against VoteEqualityUS, Center for Common Ground, or their funders with respect to any bodily injury, illness, death, medical treatment, or property damage that may arise from or in connection with my volunteer activities. This liability waiver and release extends to VoteEqualityUS and Center for Common Ground together with all of its Co-founders, Directors, and other volunteers.

I agree that this release will be governed by Virginia law and that the exclusive venue for any dispute arising from this release will be a court of competent jurisdiction sitting in Richmond, Virginia.

Print Name _____

Signature _____

Health Insurance Info _____

Emergency Contact _____

Date _____

Received By _____

Signature _____

Date _____

