



**City of Perth Amboy  
Department of Human Services  
Office of Recreation  
VOLUNTEER APPLICATION**



*A COPY OF A VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION MUST BE ATTACHED TO COMPLETE THIS APPLICATION.*

Name: \_\_\_\_\_ | Date of Birth: \_\_\_\_\_

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

Home Phone: \_\_\_\_\_ | Social Security Number: \_\_\_\_\_

Business Phone \_\_\_\_\_ | Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_ | Employer Address: \_\_\_\_\_

Community Affiliations: \_\_\_\_\_

Previous volunteer experience: \_\_\_\_\_

Do you have children in this program?:  YES  NO

Special Certifications: \_\_\_\_\_

Driver License Number: \_\_\_\_\_

Have you ever been convicted or pleaded guilty to a crime?:  YES  NO

Describe in full: \_\_\_\_\_

Have you been refused participation in any other programs?:  YES  NO

What will your participation level be?: \_\_\_\_\_

Please list three references and phone numbers, at least one of which has knowledge of your participation as a volunteer:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

*Please fill in reverse side*

*As a condition of volunteering, I give permission for the City of Perth Amboy, Office of Recreation to conduct a background check on me, which may include a review of sex offender registries, child abuse, and criminal history. I understand that, if appointed, my position is conditional upon the Office of Recreation receiving no inappropriate information on my background. I hereby release and agree to hold harmless from liability the City of Perth Amboy, Office of Recreation employees and volunteers thereof, or any other person or organization that may provide such information. I also understand that, regardless of previous appointments, the City of Perth Amboy Office of Recreation is not obligated to appoint me to a volunteer position. If appointed, I understand that prior to the expiration of my term, I am subject to suspension by the Director of Human Services or his/her designee for violation of City of Perth Amboy Office of Recreation policies or principles.*

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Applicant Name (PRINT OR TYPE):** \_\_\_\_\_

*The City of Perth Amboy Office of Recreation will not discriminate against any person on the basis of race, creed, color, national origin, marital status, gender, sexual orientation or disability.*

**City of Perth Amboy Use Only:**

**Background check completed by officer** \_\_\_\_\_

**On** \_\_\_\_\_

**Systems(s) used for background check (minimum of one must be checked):**

**Sex Offender Registry**  **Criminal History Records**  **Background Cleared**

*Only attach to this application copies of background check reports that reveal convicting of this application.*

## The City of Perth Amboy – Office of the Recreation

### Mandatory Background Check – Youth Sports Coaches

Thank you for your interest in becoming a youth sports coach for the City of Perth Amboy Office of Recreation. As per our policy, all youth sports coaches must pass a criminal background check conducted by the New Jersey State Police. The cost of conducting a search utilizing fingerprints is \$25.38, which the city will reimburse you upon receiving written notification from the NJSP. Below you will find step-by-step instructions on how to schedule an appointment. If you have any questions or concerns, please contact our office at (732) 442-4000 or [recleader@perthamboynj.org](mailto:recleader@perthamboynj.org).

#### **How to make your fingerprint appointment:**

Go to: <https://uenroll.identogo.com/>

Enter Service Code: “2F1J3Y”

Click on: Schedule or Manage Appointment

Fill in your information accordingly

Next >

Enter Contributor Case Number: “M10002”

Next >

Citizenship: Fill in your information accordingly

Next >

Personal Questions: Fill in your information accordingly

Next >

Personal Information: Fill in your information accordingly

Next >

Mailing Address: Fill in your information accordingly

Next >

Selet: Document you will BRING WITH YOU to the appointment

Next >

Enter: Zip Code & Select Location

Choose a date & time

**PRESS SUBMIT >**