

ATTACHMENT

Sample Volunteer Agreement

I, _____, affirm that I am at least 18 years of age and have completed a mandatory volunteer training conducted by the National Immigrant Justice Center (NIJC) to participate as a volunteer with the New Americans Initiative (NAI).

I further affirm that I understand and will abide by the following:

- I am a volunteer under the legal supervision of NAI's legal team. I am **not authorized to provide legal advice or legal services**.
- I understand that all of the information I receive from applicants is confidential and that I may not discuss or disclose the information with anyone outside of the collaborative partners. I agree to maintain the privacy and confidentiality of all applicants and may only share information with other staff and authorized volunteers within the collaborative.
- I will not use the information or training associated I receive through NAI to provide similar services to persons outside an NAI collaborative.
- After assisting an applicant in completing the N-400, Application for Naturalization, I will sign and date the application in Part 12, "Signature of Person Who Prepared this Application for You". By signing, I am attesting that I completed the application with information received from the applicant. Signing as preparer does not imply that I provided legal advice.

I understand the responsibilities complicit in assisting applicants in gaining their citizenship and will perform these duties to the best of my ability. I understand that I am bound by rules of confidentiality and that I may not discuss or disclose the applicants' personal information outside of the collaborative.

Signed

Date

Phone Number

Language Proficiency

