

HELPING HANDS SERVICE REQUEST

Date Submitted: _____

The following Helping Hands Request is for:

____ Church Member ____ Member of Community ____ Ministry or Agency

Resident's Name: _____

Resident's Address: _____

Resident's Phone Number:

Home _____

Work _____

Cell _____

Best time to be reached: _____

Choose which best describes the type of work needed:

_____ Plumbing

_____ Electrical

_____ Carpentry

_____ Painting

_____ Yard Work

_____ Other

Emergency: Yes No (Circle one)

Please give a brief description of work:

Contact Name (if different from above): _____

Contact Number (if different from above): _____

Helping Hands Ministry Guidelines:

1. Ministry provides the labor.
2. Homeowner normally responsible for all supplies needed materials. Upon special advance approval, additional material assistance may be available.
3. Project should be able to be completed in one work day. Projects that require more than one work day must have approval prior to project.
4. **Request will be reviewed by Helping Hands Ministry to determine if ministry can perform work that has been requested.**

For Office Use Only

Request Number: _____

Date Received _____

Emergency: Yes _____ No _____

Assigned To: _____

HOMEOWNER AUTHORIZATION AND RELEASE

I hereby certify that the undersigned is the owner(s) of this residential property ("My Property").

Name: _____

Street Address: _____

City and State: _____

I do hereby certify that My Property is in need of certain repairs and I have requested that Carmel Baptist Church of Charlotte ("Carmel Baptist") through its Handyman Ministry and its volunteers make certain repairs to My Property. Specifically, at my request, Carmel Baptist has agreed to assist me and to make certain repairs to My Property at no cost to me. I hereby authorize volunteers from Carmel Baptist to go upon My Property and to perform certain repairs, renovations, and improvements which are described in the attached Exhibit to this Authorization. I further agree to hold Carmel Baptist, its staff, employees, members, officers and agents, and the individual volunteers who will work upon My Property, harmless and blameless against any loss or damage resulting from the performance of the work to My Property which is described herein. I further release Carmel Baptist and its staff, employees, members, officers and agents, and the individual volunteers who will work upon My Property, from any liability as a result of the performing of such work. I acknowledge and understand that the repairs to My Property are being done free of charge as an act of love and service.

WITNESS, my hand and seal, this ____ day of _____, 2013.

____ Sole Owner or Co-Owner (check) _____
[SEAL]

____ Co-Owner (check) _____
[SEAL]

Accepted by Carmel Baptist Church of Charlotte, Inc.:

By: _____ [SEAL]