

## PROFESSIONAL SERVICES AGREEMENT AND WAIVER

**VOLUNTEER / PROFESSIONAL SERVICES ROLE** – The undersigned company or corporation has chosen to donate its professional services or has been contracted through a third party who is donating our professional services to the Forest Preserves of Cook County (the “Preserves”). The undersigned does not have a contract with the Preserves for this work, the Preserves did not arrange the contract and the undersigned will not receive compensation for its professional services from the Preserves.

**DONATE SERVICES/THIRD PARTY CONTRACT** –The undersigned understands that performing these services on Preserves property will not influence any future decisions on contract awards from the Preserves.

**VOLUNTEER / PROFESSIONAL SERVICES DUTIES** – The undersigned will follow all the rules and regulations of the Preserves and will follow all directions and instructions given to us by Preserves staff. Although the undersigned has no contractual ties with the Preserves, we recognize that while doing work on Preserves property, Preserves staff has the right to determine how work is performed.

**LIMITATION OF EXTENT OF DUTIES** – The undersigned is not authorized to enforce the rules and regulations of the Preserves, but will notify Preserves staff when violations of rules and regulations are observed.

**CONDUCT** – The undersigned will conduct themselves in a professional manner and present a positive image of the Preserves. This includes being respectful and helpful to other Preserve visitors, volunteers and Preserves staff.

**MEDIA CONTACT** – The undersigned understands that we do not represent the Preserves in an official capacity and will not write or speak to the media on behalf of the Preserves.

**AT WILL** – The undersigned understands that our services are subject to the above statements and to all codes of conduct of the Preserves. Failure to follow directions and instructions or violation of any of the rules, regulations, policies or codes of conduct can result in discipline or immediate cancellation of the contract or agreement.

**LIABILITY WAIVER** - The undersigned understands that there are certain risks of injury in any position, particularly in working outdoors. We will make reasonable efforts to ensure our own safety and the safety of other Preserves visitors, volunteers and Preserves staff. Any damage or injury to third parties due to our own acts is our corporate responsibility and liability insurance for such damages or injuries is our own responsibility. This includes transportation and travel to and from the Preserves. The undersigned releases and discharges the Forest Preserves of Cook County and its Commissioners, officers, employees and certified volunteer leaders from any claims which it or its members may have against them arising in connection with this volunteer / professional services role. In addition, the undersigned agrees to indemnify, defend and save harmless the Preserves, its Commissioners, officers, employees, and volunteers from any liability asserted against it/them arising out of this volunteer/professional services role.

**As the representative of our company or corporation, I have read and agree to the Professional Services Waiver.**

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

\_\_\_\_\_  
Company or Corporation Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

### Donor Information

\_\_\_\_\_  
Company or Corporation Name

\_\_\_\_\_  
Estimated Value of Service

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, State, Zip

**SITE:** \_\_\_\_\_ **APPROX DATES:** \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_ **9-25-13 edition**