



Volunteer Background Request and Approval

To become a Free Horizon Montessori Classroom or Chaperone Volunteer you will need to complete the following:

1. Watch the Free Horizon Montessori Volunteer Orientation Video & complete the questions
2. Print and complete the lower portion of this form
3. Make a check payable to Free Horizon Montessori for \$7, cash is not accepted
4. Place payment, Confidentiality Agreement and this form in an envelope labeled: "ATTN: Human Resources"
5. Place envelope in the FHM payment box next to the office doors

Please remember the following:

- Background checks will be ran on the first Friday of each month.
- No background checks will be done after April 1st.
- FHM Human Resources will contact you via email when you have been approved
- Allow 2 weeks for processing.
- All correspondence will be via email.

Fill in the following information:

Birth date and social security will be shredded once background process is complete. Your name, email and phone number will be retained if follow-up is required.

Full Legal Name (first, middle, last) _____

Email _____

Phone Number _____

FHM Use Only:

Payment: Cash _____ Check # _____ Date: _____

Birth Date: _____ Social Security Number: _____