



Tarrant County Medical Reserve Corps
Volunteer Request Form

Completed forms should be emailed to mrc@tarrantcountytx.gov at least **4 weeks prior to the event**. While we make every effort to recruit volunteers for your event, we cannot guarantee volunteer availability.

Organization Name:			
Organization Address (include city and zip):		Organization Phone:	
Event Name:		Event Date(s):	Event Time:
Physical Address of Event (include city and zip):		Event Type (e.g. health fair):	
Event Contact Name:	Event Contact Email:		Event Contact Phone:
Volunteer Shifts (list start and end time for each shift):		Number of Volunteers Needed per shift?	
Will volunteers have access to an individuals Protected Health Information (PHI) at any point during this event?		Can Youth 16+ Volunteer for this Event? Yes No	
Skills Needed (e.g. licensed healthcare professional, bilingual [list language(s)], ability to lift 'x" number of pounds, etc.):			
List the specific task(s) that volunteers will be performing (provide as much detail as possible):			
Additional information/instructions that should be shared with volunteers (e.g. directions, when/where/to whom volunteers should report (if different from above); parking instructions, etc.			
Will volunteers receive food/drinks/swag? Please check all that apply. ☐ Food - Breakfast ☐ Food - Lunch ☐ Food - Dinner ☐ Food - Snacks ☐ Water and/or Drinks ☐ Swag - t-shirt or other clothing ☐ Other Swag ☐ None			

Revised January 2020