



Dear Volunteer,

Thank you so much for volunteering to work with the children at Double Oak Community Church. These background checks help to assure the safety of our preschool, children and students while they are in our care. Thank you for taking the time to fill them out completely and carefully.

Please take a few minutes to read the policy and fill out these forms. If you have questions, please call me at the church office (995-9752). Thank you so much for assisting us in providing a safe environment for our children.

Application Instructions:

1. Read the Child Protection Policy
2. Fill out the highlighted section of the DHR Registry Clearance form. Sign and date the form in the presence of a witness, and have that witness sign and date the form.
3. Fill out the Confidential Volunteer and Employment Application. Be sure to put complete addresses for your references. Sign and date the form.
4. Keep the Child Protection Policy, but mail both forms to the church office (115 Olmsted St., Birmingham, AL 35242) or give to a staff member of Double Oak Community Church.

Thanks,

Sandy Stephenson  
Minister to Children  
Double Oak Community Church