

## How to Become a Horton's Kids Volunteer:

Mobile tutoring allows Horton's Kids to leave behind the dangers of their neighborhoods and spend some carefree, quality one-on-one time with YOU, our great volunteers! In order to ensure their safety, we ask that each volunteer complete certain requirements. Simply follow the steps to become a Horton's Kids volunteer and make a difference in a child's life! **Please note you do NOT have to have the requirements done before coming to an orientation!**

1. **Grab a pen.** Fill out the Application and the Child Protection Registration (CPR) Form:  
They are all available on our website:  
[http://www.hortonskids.org/downloads/HKI\\_Volunteer\\_Application.pdf](http://www.hortonskids.org/downloads/HKI_Volunteer_Application.pdf)  
[http://www.hortonskids.org/downloads/HKIDS\\_CPR.pdf](http://www.hortonskids.org/downloads/HKIDS_CPR.pdf)

2. **Stop by** a notary public to get your Application and CPR forms notarized.

### **You can go to any of these locations to get your forms notarized:**

Post offices, banks, office supply stores, law offices	325 Pennsylvania Ave SE (202) 544-1111 M-F 8:15am-4:45pm	1634 Eye St NW #402 (202) 628-3716 M-F 9am-5pm
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3. **Ask your doctor** for a TB test **OR** if you have a **current** TB test, we can accept a letter from your doctor with the date of your test.
4. **Roll in some ink!** And get fingerprinted for an FBI background check. Send in your fingerprint card, a copy of your government-issued ID and the completed SafetyNet form (available at [http://www.hortonskids.org/downloads/HKIDS\\_SafetyNET.pdf](http://www.hortonskids.org/downloads/HKIDS_SafetyNET.pdf)).

### **You can go to these locations for fingerprinting services:**

Federal Services 1712 Eye St NW (202)-223-5317 M-F 9am-5pm, call for Sat schedule \$10 cash or check only	1634 Eye St NW #402 (202) 628-3716 M-F 9am-5pm (also a notary)
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**OR**

**If you have undergone an FBI background check that is still current (within the past year), we will accept a letter from your place of employment stating that the FBI has no criminal records on you.**

5. **Mail your forms** to 110 Maryland Ave NE, Suite 207, Washington DC 20002 or drop by our office!

We are dedicated to the safety and happiness of our children and are more than happy to reimburse you for your expenses! Simply write "reimburse" on the back of the receipt, along with your name and your address. Because of the new and unexpected cost of several new requirements, we also welcome donations! Simply write "donation" on the back of the receipt along with your name and address.

### **Check out what your tax-deductible donation could mean for a Horton's Kid:**

For every TB test or FBI check that is donated, we can provide **3-4 meals** to one Horton's kid.

The cost of one person's TB test and FBI check is the same as **one Horton's kid's bus rides for a whole week.**

For every two volunteers' donations to cover their TB test and FBI check means **new glasses** for one kid.

**THANK YOU FOR EVERYTHING YOU DO FOR HORTON'S KIDS!!!**