



13915 N State Road 121  
Gainesville, FL 32653  
386.462.7779 (voice)  
386.418.0808 (voice & fax)  
kari@junglefriends.org

## **Welcome to Jungle Friends Primate Sanctuary!**

We are happy to have you as one of our valued interns or volunteers. Dedicated people like you who are willing to give their time and expertise enable us to maintain a home for all our rescued primates. The monkeys are a huge responsibility and need us to care for them since humans have made sure they cannot care for themselves. The work is hard, the hours are long, the climate is hot and humid and the monkeys are not very cuddly or appreciative. Work can be very demanding and the monkeys will always come first.

It may be frustrating at times, but the rewards are immeasurable. You will feel a sense of immense joy and accomplishment knowing that you are part of the Jungle Friend's team - a team that is dedicated to bettering the lives of captive monkeys and to educating others of the need to protect these wild creatures' in their natural habitats.

When a monkey first arrives at Jungle Friends, the monkey's physical and psychological condition can be heartbreaking. Self-mutilation, pacing, and fearfulness of its own species *and* humans are just a few of the neuroses commonly seen in abused and neglected captive primates. Upon seeing that same monkey slowly progress into a playful monkey socialized with its own species, the emotions you will undoubtedly feel are well worth the blood, sweat, and tears that you will inevitably shed during a long rehabilitation process.

For the well-being of our jungle friends, we must maintain and enforce strict rules. Not following the rules, insubordination or failure to comply with your team leader could result in your immediate termination and you will be asked to leave. We ask that you arrive for all of your shifts on time, as it is important to the care-giving schedule, as well as the monkeys' emotional well being. We understand that you have a life and responsibilities outside of Jungle Friends, in turn, please understand that this sanctuary is the monkeys' entire life and existence.

We are all here to learn, so please ask as many questions as you like. Only by learning more about these fascinating monkeys can we help them. We look forward to seeing you and are sure you will find your experience at Jungle Friends fulfilling. You will create memories at Jungle Friends that will last a lifetime!

A handwritten signature in blue ink that reads "Kari &amp; the Monks".

Kari Bagnall, Founder and Director, FP

## **Instructions**

1. Please read and sign JUNGLE FRIENDS SANCTUARY RULES. If you have any questions, please contact us as soon as you can.
2. Please read and sign Jungle Friends' RELEASE OF LIABILITY, WAIVER OF CLAIMS AND INDEMNITY AGREEMENT.
3. Please complete the Volunteer Application.
4. Either send the packet to us via email, fax or letter, or simply bring it with you on your first day.

## **JUNGLE FRIENDS VOLUNTEER OPPORTUNITIES**

- Caregiver:** Clean and enrich habitats, wash toys & do laundry, wash & cut up produce, prepare diets, monitor well being, give medications.
- Computer:** Some knowledge of computer programs is required; We use Windows, Microsoft Office 2000, Word, PowerPoint, Publisher, Excel, Access, Quick Books, e-mail programs, mailing lists, data entry, run reports, etc. Volunteers may do some word processing and spreadsheet work with proficiency in the programs.
- Secretarial:** Help with office work, such as: letter writing, filing, answer phone, screen calls and take proper messages, organizational skills, proofreading/checking data, preparing mailings making copies, etc.
- Habitat Builders:** Installing fencing, chain link panels, general labor & carpentry. Experience with power tools is helpful.
- Fundraising:** Plan & table events; monkey art exhibits, concerts, presentations & lectures. Procure donations and monkey sponsors. Write press releases, obtain media involvement, create and find TV and radio stations to air Public Service Announcements, events, etc.
- Outreach Programs:** Creating and presenting outreach programs for local schools and other groups.
- Driver:** Pick up produce from Win Dixie on Monday, Wednesday and Saturday mornings; pick up supplies at Alachua Feed, etc.
- Landscape:** Plant trees & shrubs, mow and weed grounds, mulch habitats & paths, grounds care & maintenance, plant & maintain garden.
- Housekeeping:** Cleaning human habitats; Guest House, Volunteer Center, offices and Caregivers Quarters.
- Painting:** Paint monkey houses and other buildings on the grounds.
- Tile Setter:** Install tile on floors in monkey houses and other buildings.
- Plumbing:** PVC pipe cutting & gluing to get water from well to other areas. Install automatic waters, monkey rain, and misc. plumbing repairs.
- Electrician:** Hook up pre-wired storage shed to junction box, add more breakers to existing boxes, electrical lines & hook up heat lamps.

## Jungle Friends Directions

Jungle Friends Primate Sanctuary  
13915 North State Road #121  
Gainesville, FL 32653

(386) 462-7779, (386) 418-0808, (386) 418-0070, (386) 418-0106

**From Gainesville...**Go to the corner of 441 and SR 121 (34th street). The highway patrol station is on this corner. Go north on 121, toward Lacrosse, for 5 miles (use your odometer). At about 2 miles however, there is a fork in the road. Stay to the left *on* 121. You are now only a couple of miles away. We are just this side (south) of 142<sup>nd</sup>. There is a monkey crossing sign on the mailbox post. You will see a Jungle Friends sign with an arrow of where to park. Call us on a cell phone to unlock the gate or ring bell, we *should* hear you.

**If you are traveling North on I-75...**get off on exit 390 (also known as old exit 77). This is 39th Ave. Go right (east) for 4 miles to State Road 121 (also 34th street) and go left toward Lacrosse until you come to the intersection of 34<sup>th</sup> St. and Hwy 441. See the above directions **“From Gainesville”**.

**If you are traveling South on I-75...** get off on “old exit 79” for Hwy 236 and go East. There is a tourist shop advertised at this exit where you can get oranges and see a big stuffed alligator. You will proceed approximately 10 miles on CR236 until you run into SR 121 where you will make a right, traveling south. Go approximately another 10 miles. You will go through the town of Lacrosse and past NW156 Ave. When you pass NW 142 Ave. start slowing down because we are the second mail box on the left. Pull into the driveway, follow the arrow and park near the walk-through gate and call us on a cell phone to unlock the gate or ring bell, we *should* hear you.



# JUNGLE FRIENDS PRIMATE SANCTUARY RULES

## LEAVE YOUR EGOS AT THE GATE!

*A successful caregiver at Jungle Friends is here for the monkeys*

**Please read the rules below and sign at the bottom, therefore acknowledging that you understand them. These rules are for your safety and the well being of the monkeys.**

1. Due to insurance and health considerations, smoking is not permitted at Jungle Friends.
2. DO NOT come within 3 feet of the monkeys' habitats or put your hands on or in the enclosures.
3. DO NOT talk to any of the monkeys without specific permission from the team leader in charge.
4. DO NOT run around the premises or make loud noises - be respectful of the monkeys' space. Some monkeys do not like to be stared at, if they make it apparent that they don't want your company, avert your eyes and walk away. Please be considerate of their ways of communication.
5. DO NOT go into any enclosures where monkeys are present.
6. DO NOT come to Jungle Friends if you are ill or have a canker/cold sore, as you can transmit viruses.
7. DO NOT feed the monkeys or pick up and hand them food they drop. We must know exactly what they eat so that their diet remains balanced; we have several monkeys that require special diets.
8. Never touch the monkey's food once it is in their possession. Never hand food to the monkeys, as it can cause fights between them.
9. DO NOT ever take anything away from a monkey. If it is something they should not have, let your team leader know immediately.
10. DO NOT touch each other or hand anything to another person in the monkeys' presence.
11. When and *if* Kari or your team leader gives you permission, always talk to the monkeys in a low soothing voice. Monkeys are quiet creatures and communicate more through gesturing than vocalizations. Never use any negative words (such as no, don't, stop, bad, etc.) or argue in the monkeys' presence.
12. If you take something into an animal's space when cleaning, always remember to take it out, i.e. rags, brush, bucket, scissors etc.
13. While cleaning a habitat, always make sure the outside entry gate is closed while inside.
14. Always lock habitats before leaving the area, and have your locks double-checked by a team leader, who alone may give the monkeys access back into the area.
15. Always close gates and doors after entering or exiting.
16. Clean up after yourself and put away everything you use. A clean sanctuary is a happy sanctuary!
17. There is a sign in sheet. Always sign in and out.
18. If you do not understand the rules or have questions or concerns, please talk to Kari or our carestaff.

Print your name: \_\_\_\_\_

Signature \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_

# Jungle Friends Primate Sanctuary

**Please read and be certain you understand the implications of signing.**

## **EXPRESS ASSUMPTION OF RISK ASSOCIATED WITH WORKING WITH EXOTIC ANIMALS INCLUDING MONKEYS, MACAWS AND COCKATOOS.**

I \_\_\_\_\_ do hereby affirm and acknowledge that I have been fully informed of the inherent risks and hazards associated with volunteer and caregiver duties on a site where exotic animals including monkeys, macaws and cockatoos habitat. I have read the Jungle Friends Rules and I understand them and agree to abide by them. I fully understand that these risks and hazards can lead to severe injuries from bites and scratches from the exotic animals that habitat Jungle Friends Primate Sanctuary, as well as risks associated with manual labor at Jungle Friends. I understand that there are only limited medical care capabilities on site at Jungle Friends Primary Sanctuary and that in the event of accident I may need to call upon the services of the Alachua County Emergency Medical Services or a Gainesville, FL area hospitals at my own expense. Despite the potential hazards and dangers associated to the care of exotic animals and manual labor, I wish to proceed and I freely accept and expressly assume all risks, dangers and hazards that may arise from volunteering or working at Jungle Friends Primate Sanctuary, which could result in personal injury, loss of life and property damage to me.

## **RELEASE OF LIABILITY, WAIVER OF CLAIMS AND INDEMNITY AGREEMENT:**

In consideration of being allowed to volunteer or work at Jungle Friends Primate Sanctuary, as well as the use of any of the facilities and the use of the equipment of the below listed releasees, I hereby agree as follows:

1. TO WAIVE AND RELEASE ANY AND ALL CLAIMS based upon negligence, active or passive with the exception of intentional, wanton or willful misconduct that I may have in the future against any of the following named persons or entities (hereafter referred to Releasees): Jungle Friends Primate Sanctuary, Kari Bagnall as well as all staff, interns and volunteers associated with Jungle Friends Primate Sanctuary.
2. To release the releasees, their officers, directors, employees, representatives, agents and volunteers, from liability and responsibility, whatsoever, for any claims or causes of action that I, my estate, heirs executors or assigns may have for personal injury, property damage or wrongful death arising from Jungle Friends Primate Sanctuary activities whether caused by active or passive negligence of the releasees or otherwise with the exception of gross negligence. By executing this document, I agree to hold the releasees harmless for any injury or loss of life, which may occur to me during Jungle Friends Primate Sanctuary activities.
3. By entering into this agreement, I am not relying on any oral or written representation or statements made by the releasees, other than what is set forth in this agreement. I further agree that this Agreement shall be governed by and interpreted in accordance with the laws of the State of Florida, United States of America.
4. If any provision of this release is found to be unenforceable or invalid, that provision shall be severed from this contract. The remainder of this contract will then be construed as though the unenforceable provision had never been contained in this document.

I hereby declare that I am of legal age and am competent to sign this Agreement or, if not, that my parent or legal guardian shall sign on my behalf, and that my parent or legal guardian is in complete understanding and concurrence with this agreement.

**I AM 18 YEARS OF AGE OR OLDER AND I HAVE READ THIS AGREEMENT, I UNDERSTAND IT, AND I AGREE TO BE BOUND BY IT.**

Signature of participant: \_\_\_\_\_ / /

Witness (Print Name): \_\_\_\_\_ Signature: \_\_\_\_\_

Signature of Parent or Guardian if Participant is a Minor, and by their signature they, on my behalf release all claims that both they and I have: \_\_\_\_\_ / /

### **JUNGLE FRIENDS SUPERVISOR CONFIRMATION**

**I HAVE REVIEWED THIS AGREEMENT AND CONFIRM THAT IT HAS BEEN PROPERLY COMPLETED.**

Signature of Supervisor: \_\_\_\_\_ / /

# Jungle Friends Primate Sanctuary

## PERSONAL INFORMATION

Date: \_\_\_\_\_

Name: \_\_\_\_\_ Date of birth \_\_\_\_\_ Age: \_\_\_\_\_

Current Mailing Address:

\_\_\_\_\_ Phone: (\_\_\_\_) \_\_\_\_\_

\_\_\_\_\_ Zip: \_\_\_\_\_ Email: \_\_\_\_\_

Emergency Contact: \_\_\_\_\_ Relationship: \_\_\_\_\_

Day Phone Number: \_\_\_\_\_ Evening Phone Number: \_\_\_\_\_

How did you hear about Jungle friends? \_\_\_\_\_

List work in similar areas: \_\_\_\_\_

Why do you want to volunteer at Jungle Friends? \_\_\_\_\_

**Please check all skills that apply:** Microsoft Word \_\_\_\_, Excel \_\_\_\_, PowerPoint \_\_\_\_, Access \_\_\_\_, HTML \_\_\_\_, QuickBooks \_\_\_\_, Bookkeeping \_\_\_\_, Carpentry \_\_\_\_, Plumbing \_\_\_\_, Refrigeration \_\_\_\_, Air Conditioning \_\_\_\_, Auto Mechanic \_\_\_\_, Electrical \_\_\_\_, Insulation \_\_\_\_, Dry Wall \_\_\_\_, Tile Setter \_\_\_\_, Gardener \_\_\_\_, Landscape \_\_\_\_, Heavy Equipment \_\_\_\_, Driver \_\_\_\_, Veterinary Medicine \_\_\_\_, Cook \_\_\_\_, Other \_\_\_\_\_

**Indicate when you would prefer to volunteer:** Saturdays are our projects day and volunteers may show up without appointment. We only accept volunteers on weekdays who can commit to coming the same day and same time each week for at least 4 weeks. Special arrangements for skilled workers are welcomed.

Saturday 10am to 2pm \_\_\_\_\_

Weekday Morning (list the day) \_\_\_\_\_

Weekday Afternoon (list the day) \_\_\_\_\_

Do you have any impairment, physical or mental, that requires special arrangements? \_\_\_\_\_

If so, what? \_\_\_\_\_

**Agreement:** I certify that the answers given herein are true and complete to the best of my knowledge. I understand that I am required to abide by all rules and regulations of Jungle Friends Primate Sanctuary.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_/\_\_\_/\_\_\_