

Diverse Harmony  
1111 Harvard Avenue  
Seattle, WA 98122  
A 501(c)(3) organization



Office Use Only	
DB	_____
Email	_____
P&F E-mail	_____
BC	_____
Music Folder	_____

**General Information**

Your Name: \_\_\_\_\_  
Last First M.I.

Address: \_\_\_\_\_  
Street City State ZIP

Cell phone: (\_\_\_\_) \_\_\_\_\_ Alternate phone: (\_\_\_\_) \_\_\_\_\_

E-mail: \_\_\_\_\_ Twitter: \_\_\_\_\_

Birth date: \_\_\_\_\_ Your age today: \_\_\_\_\_

Do you have school/work commitments that might prevent you from attending rehearsals or performances? \_\_\_\_\_

If you play any instruments, what are they? How long have you played? \_\_\_\_\_

**If you are under age 18:**

**Parent/Guardian**

Full Name: \_\_\_\_\_  
Last First M.I.

Address: \_\_\_\_\_  
Street City State ZIP

Cell phone: (\_\_\_\_) \_\_\_\_\_ Alternate phone: (\_\_\_\_) \_\_\_\_\_

E-mail: \_\_\_\_\_

**Check/complete below as desired:**

- I want to be put on the Parent/Guardian/Friends of Diverse Harmony email list. This list is used to send information about our rehearsals, concerts and activities.
- I want to list multiple parent/guardian information here:

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I agree to appear in public performance with the Chorus. If I am 18 years of age or older, I understand I must complete a Washington State Patrol Background Check and will provide the necessary information for completion. I also understand that I can be dismissed from the Chorus for any reason by the Artistic Director.

By signing this form, I agree to follow the rules listed here and to meet the expectations required for all members of the Chorus when participating with any/or representing the group.

1. Chorus members agree to follow instructions given by chorus staff or chaperones.
2. Chorus members will always behave in a way that is respectful to self and to others.
3. There will be no use of any illegal substances (including prescription drugs not specifically prescribed to the user) by any member. This applies to the consumption of alcohol by any Chorus member under the legal age of 21 and to any member of legal drinking age while representing the Chorus either privately or publicly.
4. There will be no use of tobacco or marijuana by any Chorus member while on Chorus business or while presenting the Chorus publicly. This applies to Chorus members regardless of age.
5. Chorus members must attend all scheduled events, rehearsals and performances as specified by the Artistic Director. Punctuality and preparedness are not only practical, but they are also a form of respect. Be on time.
6. If a Chorus member is going to miss a rehearsal, performance or other scheduled event, it is that member's responsibility to notify the Chorus Manager and/or Artistic Director.
7. Chorus members are expected to dress appropriately. Any questions or disputes on appropriateness are determined 100% by the Artistic Director.
8. No Chorus member shall engage in behavior that will endanger others or themselves. If someone around you is behaving in an unsafe way, leave and inform the Chorus staff, parents and/or chaperones immediately.
9. No Chorus member shall have intimate relations with another Chorus members while representing the Chorus either privately or publicly.
10. Private one-to-one interactions between a Chorus member and Chorus staff, volunteers or chaperones are discouraged. For situations that require personal meetings, the meeting should be conducted in view of other members or in safe public settings.
11. Any suspected case of sexual misconduct should be reported to Chorus staff, a volunteer or chaperone immediately. Contact with appropriate investigative authorities and agencies will be initiated immediately. See Diverse Harmony's Anti-Harassment Policy, Procedures and Reporting Requirements.

I have carefully read the rules stated above and agree to follow them while being a member of the Chorus. I understand that if I do not follow these rules, I will be ineligible to perform and may be asked to leave the Chorus.

Your name printed: \_\_\_\_\_ Your signature: \_\_\_\_\_

Today's date: \_\_\_\_\_

***For the parent or guardian of Chorus members who are under the age of 18:***

I have carefully read the rules stated above and I give my permission to my child/ward to participate in the Chorus.

Your name printed: \_\_\_\_\_ Your signature: \_\_\_\_\_

Today's date: \_\_\_\_\_ Relationship to Member: \_\_\_\_\_

**Medical Information**

*Please note that the information on this form is for emergency medical purposes only. The questions you answer cover important information that a doctor may need to know to provide proper care for you in an emergency. Any information you provide will be kept strictly confidential and will be disclosed only in an emergency and only for the purposes of obtaining emergency medical treatment.*

Your Name: \_\_\_\_\_  
Last First M.I.

Are you currently under a doctor's care for any medical condition? No/Yes. If yes, please describe briefly.

\_\_\_\_\_

List any allergies \_\_\_\_\_

\_\_\_\_\_

List any medications that you take currently (including supplements, herbal remedies or over-the-counter ones)


Primary Care Physician's name: \_\_\_\_\_ Phone number: \_\_\_\_\_

Medical Insurance Company: \_\_\_\_\_

Medical Insurance Card and/or Group Number: \_\_\_\_\_

Provide the name and cell phone information for two people that we may contact in an emergency:

Name:	Name:
Cell phone:	Cell phone:

I hereby authorize an adult representative of Diverse Harmony to give consent for all emergency medical, surgical and/or dental treatment prescribed by a duly licensed physician or dentist for me in a medical emergency.

Your name printed: \_\_\_\_\_ Your signature: \_\_\_\_\_

Today's date: \_\_\_\_\_

***For the parent or guardian of Chorus members who are under the age of 18:***

*I hereby authorize an adult representative of Diverse Harmony to give consent for all reasonable emergency medical, surgical and/or dental treatment prescribed by a duly licensed physician or dentist for my child/ward in a medical emergency.*

*Your name printed: \_\_\_\_\_ Your signature: \_\_\_\_\_*

*Today's date: \_\_\_\_\_ Relationship to Member: \_\_\_\_\_*

**Media Release**

All Chorus members please review and sign:

I hereby grant permission for the Chorus to use my unrestricted image including the display, distribution, publication, transmission or other use of photographs, electronic images, audio recordings and/or video recordings taken of me for use in materials including, but not limited to, printed materials such as promotional brochures and newsletters, audio recordings, video recordings and digital images such as those on the Chorus website and other internet locations. I agree that these images and recordings may be used for a variety of purposes and that these images and recordings may be used without further notifying me. I also understand unless specified, my last name will not be used in conjunction with any audio or video recordings or digital images.

Your name printed: \_\_\_\_\_ Your signature: \_\_\_\_\_

Today's date: \_\_\_\_\_

***For the parent or guardian of Chorus members who are under the age of 18:***

I hereby grant permission for the Chorus to use the unrestricted image including the display, distribution, publication, transmission or other use of photographs, electronic images, audio recordings and/or video recordings taken of (singer's name) \_\_\_\_\_ for use in materials including, but not limited to, printed materials such as promotional brochures and newsletters, audio recordings, video recordings and digital images such as those on the Chorus website and other internet locations. I agree that these images and recordings may be used for a variety of purposes and that these images and recordings may be used without further notifying me. I also understand unless specified, the singer's last name will not be used in conjunction with any audio or video recordings or digital images.

Your name printed: \_\_\_\_\_ Your signature: \_\_\_\_\_

Today's date: \_\_\_\_\_ Relationship to Member: \_\_\_\_\_

**NOTE:**  
If you are 18 years or older, you must also complete the **Diverse Harmony Anti-Harassment Policy, Procedures and Reporting Requirements** form.

Washington State Patrol Background Check Information: If the singer is at least 18 years old, a criminal background check is required. Please complete this information.

Current Legal Name \_\_\_\_\_

Current Name(s) You Use \_\_\_\_\_

Other Names Used (including nicknames, prior legal, former married, or maiden names) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

## **Diverse Harmony**

### **Anti-Harassment and Anti-Discrimination Policy**

Our Anti-Harassment and Anti-Discrimination Policy expresses our commitment to maintain an organization that's free of harassment and discrimination, so our choristers and musicians can feel safe and happy. We will not tolerate anyone intimidating, humiliating or sabotaging others in our organization. It is the policy of Diverse Harmony to maintain an environment free from all forms of harassment and to insist that all volunteers, independent contractors and service recipients be treated with dignity, respect and courtesy. Any comments or conduct relating to a person's race, color, religion, sex, age, sexual orientation, gender identity (or expression), disability, ethnic background, national origin, marital or military status or any other basis protected by federal, state or local law which fail to respect the dignity and feelings of the individual are unacceptable.

This Harassment and Discrimination Policy applies to all volunteers, contractors, choristers, public visitors, customers and anyone else with whom our members come into contact in the furtherance of our mission.

Harassment and discrimination include bullying, intimidation, direct insults, malicious gossip and victimization. We can't create an exhaustive list, but here are some instances that we consider harassment and/or discrimination:

- Sabotaging someone's work or contribution on purpose.
- Engaging in frequent or unwanted advances of any nature.
- Commenting derogatorily on a person's gender expression, ethnic heritage or religious beliefs.
- Starting or spreading rumors about a person's personal life.
- Ridiculing someone in front of others or singling them out to perform tasks unrelated to their role in the organization (e.g. bringing coffee) against their will.

If you're being harassed, whether by a colleague, customer or vendor, you can choose to talk to any of these people:

- **Offenders.** If you suspect that an offender doesn't realize they are guilty of harassment, you could talk to them directly in an effort to resolve the issue. This tactic is appropriate for cases of minor harassment (e.g. inappropriate jokes between colleagues.) Avoid using this approach with customers or stakeholders.

- **Artistic Director.** If contractors, customers, stakeholders or team members are involved in your claim, you may reach out to your manager. The Artistic Director will assess your situation and may contact the Board Chair if appropriate.
- **Board Chair.** Feel free to reach out to the Chair of the Board of Directors any case of harassment no matter how minor it may seem.

All complaints will be investigated promptly, impartially and discreetly. All investigations will be designed to consider the privacy of and minimize suspicion toward all parties concerned to the extent reasonably possible. However, confidentiality cannot be maintained when Diverse Harmony is required by law to disclose information or when disclosure is necessary for Diverse Harmony in protecting its interests or rights of others. Upon completion of the investigation, the affected parties will be notified of the findings only as appropriate.

Punishment for harassment depends on the severity of the offense and may include counseling, reprimands, suspensions or termination of the offender's relationship with the organization.

No worker or service recipient will be reprimanded or retaliated against in any way for initiating an inquiry or complaint in good faith, or for cooperating in an investigation of a complaint of harassment. Anyone found to be retaliating as a result of a harassment or discrimination complaint will be subject to disciplinary action.

Sexual harassment is illegal, and we will seriously investigate relevant reports and report incidents as required by law.