

RSVP QUARTERLY INDIVIDUAL VOLUNTEER TIME SHEET

RSVP Etowah/Cherokee County – 800 Forrest Ave. Room 219, Gadsden, AL 35901

Dear RSVP Volunteer – This Time Sheet may look simple, but it is a very important document for RSVP. What you report is used to compile timely reports submitted to Federal & State sponsors of RSVP. Therefore, it is very important that you return your time sheet to our office, no matter how small the numbers. **THANK YOU SO MUCH FOR YOUR EFFORTS!** Sharing your time is the most valuable gift anyone can give. (use the stamped envelope provided to return your time sheet to us!)

YOUR NAME PRINTED HERE: _____

I volunteered the month of: _____ **20**

At the following workstation(s)	Brief description of volunteer assignment	# of Hours	Supervisor Initials
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
TOTAL TIME FOR THIS MONTH:		_____	_____

I volunteered the month of: _____ **20**

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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
TOTAL TIME FOR THIS MONTH:		_____	_____

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_____	_____	_____	_____
_____	_____	_____	_____
TOTAL TIME FOR THIS MONTH:		_____	_____

GRAND TOTAL FOR THE QUARTER: _____