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"Engaging adults 55+ in volunteer service to support the independence and well-being of seniors and to experience the healthy benefits of volunteering"

RSVP Individual Volunteer Timesheet

Please use a separate timesheet for each location.

Name _____ Volunteer Site _____ County _____

Please record your volunteer hours for each month or quarter. Include the date and your volunteer activity. Hours should include your travel time to and from your volunteer site.

Timesheets are due by the 10th day of the month following each quarter.

Quarter	Date Due
Jan – Feb - March	April 10th
Apr – May – June	July 10th
July – Aug – Sept	Oct 10th
Oct – Nov – Dec	Jan 10th

RSVP enrolled volunteer and the Volunteer Station Supervisor must sign and date below:

RSVP Member Date

Volunteer Site Supervisor Date

Please email, call or stop by to request more timesheets.

DATE and ACTIVITY	HOURS SERVED