

# Volunteer Hours Report Form

Volunteers Name: \_\_\_\_\_

Department Worked For: \_\_\_\_\_

Today's Date: \_\_\_\_\_

Amount of Hours Worked: \_\_\_\_\_

Description of Work: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Event/Project: \_\_\_\_\_

Volunteer's Signature: \_\_\_\_\_

Group Leader/Supervisor: \_\_\_\_\_

Group Leader/Supervisor's Signature: \_\_\_\_\_

Approved by: \_\_\_\_\_