Volunteer Time Sheet

Please use only one time sheet per organization for which you volunteer.

MoVaLEARNS
MAYOR'S CHALLENGE

STUDENT NAME

DATE	HOURS
Total Hours Completed	

ORGANIZATION INFORMATION

ORGANIZATION NAME

ORGANIZATION ADDRESS

SUPERVISOR NAME

TITLE

PHONE:	
E-MAIL:	

STUDENT SIGNATURE

DATE

SUPERVISOR SIGNATURE

DATE

By signing above, we certify that the information provided in this form is both accurate and true.

FOR OFFICE USE ONLY	
Verified by: _____ **on** _____ **Sent to Finance by:** _____ **on** _____	**STAMP HERE**

A total of 20 volunteer hours are required to complete the program. Fill, print, and sign where necessary. Please scan and email to Keith Gemmell at **keithg@moval.org** or deliver in person to Moreno Valley City Hall, located at **14177 Frederick Street, Moreno Valley, CA 92533**. Use only one volunteer time sheet per organization you volunteer with.