VOLUNTEER TIME SHEET

Horses with H.E.A.R.T., Inc. Riding Season
December 1, 2011 - November 30, 2012

EVERY TIME that you arrive to volunteer, please enter the date and time in/out (to the nearest 1/4 hour).
Use the NOTES column to enter non-regularly scheduled hours (i.e. off-site work and/or special events).
Make copies as necessary. This form is to be kept in the Volunteer Book or turned in at the end of every month.

Volunteer: _____ Emergency Contact: _____

Phone: _____ Emergency Phone: _____

DATE	TIME IN	TIME OUT	NOTES	Do not use OFFICE USE	Do not use HRS.

I will be responsible for my safety, thus adding to the safety of the group.
Remember, you are helping to make a difference for ALL of our riders.