WASHINGTON STATE PARKS AND RECREATION COMMISSION
VOLUNTEER PROGRAM

Volunteer Timesheet for Individuals

*PLEASE PRINT OR FILL ELECTRONICALLY

		PARK NAME / WORK LOCATION
1	VOLUNTEER NAME	DATE OF BIRTH
2	VOLUNTEER NAME	DATE OF BIRTH
MAILING ADDRESS		E-MAIL ADDRESS
CITY / STATE / ZIPCODE		TELEPHONE NUMBER

A.   Check the box that most closely fits your volunteer service.

☐   Park Host   ☐   Marine Park Host   ☐   Volunteer (non-host)

B.   For each person listed, write down the number of hours worked each day. Total all hours worked for the month and place in the "Total" box. **Make sure the total hours in Sections B and C match.**

MONTH																			YEAR													
DAY OF MONTH	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	TOTAL
HOURS PER DAY																																

C.   Show the total hours for type of service your provided. **Make sure the total hours in Sections B and C match.**

HOST SERVICES	HOST 1	HOST 2
Host services include all volunteer hours. Do not separate hours into different categories.		

SPECIAL SERVICES	VOL 1	VOL 2
Environmental Assistance		
Historical Park Research		
Interpretive Assistance		
Office Assistance		
Other:		

GENERAL MAINTENANCE	VOL 1	VOL 2
General maintenance may include grounds, equipment, and facilities maintenance, or general clean-up.		
Trail Maintenance		

PROJECT AGREEMENTS	VOL 1	VOL 2
Internship/work experience		
Graduation Requirement		

SPECIAL EVENTS	VOL 1	VOL 2
Camporee		
Trade Show		
Other:		

VOLUNTEER 1 SIGNATURE   DATE   VOLUNTEER 2 SIGNATURE   DATE

SUPERVISOR SIGNATURE   DATE