## **Volunteer Timesheet**

(Instruction: The first weekday is the same as the weekday you started the project. <u>For example</u>, if your project starts on 10/4 (date) Wednesday (day), then week one covers 10/4 Wed to 10/10 Tue, and week two covers 10/11 Wed to 10/17 Tue.)

| Beginning Date: 7/9/2025 Ending Date: 7/22/2025 |
|---|
| Beginning Date: Finding Date: Finding Date:     |

## Week One:

| Date      | Day | Start | End  | Start | End | Start | End | Total Hours |
|-----------|-----|-------|------|-------|-----|-------|-----|-------------|
| 7/9/2025  | 1   | 9 AM  | 1PM  |       |     |       |     | 4           |
| 7/10/2025 | 2   | 9 AM  | 1PM  |       |     |       |     | 4           |
| 7/11/2025 | 3   | 9 AM  | 1 PM |       |     |       |     | 4           |
| 7/14/2025 | 4   | 9 AM  | 1 PM |       |     |       |     | 4           |
| 7/15/2025 | 5   | 9 AM  | 2 PM |       |     |       |     | 5           |
|           |     |       |      |       |     |       |     |             |
|           |     |       |      |       |     |       |     |             |

| Total hours for the week: | 21 |
|---------------------------|----|
|                           |    |

## Week Two:

| Date      | Day | Start | End  | Start | End | Start | End | Total Hours |
|-----------|-----|-------|------|-------|-----|-------|-----|-------------|
| 7/16/2025 | 1   | 9 AM  | 1PM  |       |     |       |     | 4           |
| 7/17/2025 | 2   | 9 AM  | 1 PM |       |     |       |     | 4           |
| 7/18/2025 | 3   | 9 AM  | 1PM  |       |     |       |     | 4           |
| 7/21/2025 | 4   | 9 AM  | 1PM  |       |     |       |     | 4           |
| 7/22/2025 | 5   | 9 AM  | 2 PM |       |     |       |     | 5           |
|           |     |       |      |       |     |       |     |             |
|           |     |       |      |       |     |       |     |             |

| Total hours for the week: | 21 |
|---------------------------|----|
|                           |    |

By submitting this timesheet, I agree that the times on this timesheet to be accurate.