



Volunteer Timesheet

Name of Volunteer: _____

Month/Year: _____

****Please enter a code for each type of job performed****

****Enter the number of hours volunteered next to the corresponding date. Then enter the corresponding Job Code(s) for that date.**

****Leave date blank if you did not volunteer on a date...**

Date	Hours	Job Code	Date	Hours	Job Code	Date	Hours	Job Code
1			12			23		
2			13			24		
3			14			25		
4			15			26		
5			16			27		
6			17			28		
7			18			29		
8			19			30		
9			20			31		
10			21					
11			22					
						Total Hours for the Month:		

SIGNATURES...

Volunteer's Signature: _____ Date: _____

Administrator's Signature: _____ Date: _____

Job Codes:

Code	Job Description	Code	Job Description
1	Boat Shows, etc.	6	Fund Raising
2	Lawn Mowing	7	Spring/Fall Clean-up
3	Compound Maintenance	8	Sailing Lessons
4	Dock/Beach Maintenance	9	Boat Maintenance
5	Social Events	10	Building Maintenance
		11	Other

Please turn in your timesheet by the 5th of the following month!

(Timesheets may be emailed to: admin@nosa.bc.ca)

Thank you for your continued support!