

VOLUNTEER PROGRAM

CITIZEN TIME SHEET

THANK YOU for volunteering! YOUR time is VALUABLE!

Please take a moment to record your hours.

Name		Address		City and	City and Zip Code	
Phone Number		Department		Division	Division	
Date	Task Assigned		Time In	Time Out	# of Hours	
	1 4511 1 1551 8110 4		111110 111		01 110 012	
				Total Hours		
Supervisor's Name:						
Supervisor's Signature:						
Please return to your supervisor by the first week of the next month to receive volunteer credit						

City of Orlando Office of Community Affairs & Human Relations
400 S. Orange Avenue Orlando, FL 32801
Telephone: 407-246-2500 Fax: 407-246-3508 Email: communityaffairs@cityoforlando.net

All supervisors will submit citizen time sheet within two weeks of the end of each quarter to: