



Community Service Tracking Sheet

Volunteers who wish to track their community service hours should use this timesheet. **These hours are official only after this page has been stamped, signed, and scanned by a member of the Volunteer Program Staff of Youth Entrepreneur Institute.** Volunteers using a timesheet should still sign in by text or on the physical volunteer log. Youth Entrepreneur Institute is not responsible for lost, damaged, or misplaced timesheets.

Volunteer Name	Hours Goal	Deadline	Hours Completed to Date

Date	Arrival	Departure	Service Area	Printed Name of Activity Supervisor	YEI Staff Signature

VOLUNTEER PROGRAM STAFF USE ONLY

Please remember to stamp sheet to make these hours official. Scan and upload this page to Salesforce upon completion.

Date	Hours Completed	Reviewed By (printed name)	Signature