



Mount Vernon Parks and Enrichment Services

Pitch In for Parks and Trails

PARK STEWARD AND VOLUNTEER TIME RECORD FORM

To All Park Stewards and Volunteers:

Please fill out this form completely and turn it in to the Mount Vernon Parks and Enrichment Services Office by the end of each month. This will be used to not only track your total volunteer hours, but to also recognize the great work that you do.

Volunteer Name (print): _____

Month: _____ Year: _____

Date	Time Started	Time Ended	Project Description	Total Hrs. Worked

Total Hours Worked: _____

Any areas needing attention by Park staff? (Please list location of any unwieldy or heavy items that may need to be moved or repairs that may be needed.)

Additional Comments:

Volunteer Signature

Date

Email

Phone