Name: _____

Remember that your number of hours includes time spent preparing, researching and traveling.
For tours or talks, list the numbers of people in attendance..
Please enter total hours shared ex. [4hr]

Date		Special Event Hours	Regular Hours	Travel Hours	Total Hours
	Total Hrs				

Include your **TRAVEL TIME** to and from Sonnenberg. Don't forget that Sundays equal time and a half while holidays(Memorial Day, 4th of July, Labor Day) count as double time.
Please return this form to either the Garderner's cottage or by e-mail to volunteers@sonnenberg.org at the end of month.

Tear off for you records: Total Hours_____