



## Community Service Time Card

Full Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Type of Community Service:**  Court Ordered/Lawyer Recommended     School/Work/Other

Please have a Habitat staff member sign your time card at the end of each volunteer shift. Once you have finished your required volunteer hours, please present this card to either a ReStore Manager or to a member of the Volunteer Staff at 3726 N. Booth Street. A community service confirmation letter can then be generated, please allow time (one day) for the letter to be written. Note: Habitat reserves the right to refuse confirmation letters to uncooperative volunteers and provides no guarantee of availability of volunteer hours.

Date	Location	Start Time	Lunch	End Time	Total	Supervisor Signature (Please print)

**OFFICE USE ONLY**

Date Received: \_\_\_\_\_ Date Letter Sent: \_\_\_\_\_