



Activity Member/Volunteer Time Sheet

(to be turned in on the 5th of each month for the previous month)

Name: _____

Activity Member Number: _____

*Please remember to wear your LKA-branded shirts during events

DATE	TIME IN	TIME OUT	TOTAL HOURS	MILEAGE	EXPENSES(\$)	WHAT DID YOU DO TODAY?	WHAT DID YOU LIKE BEST ABOUT TODAY'S ACTIVITY?

FOR LKA OFFICE USE ONLY:

Total Hours: AM _____ B/O _____ Mileage _____

Data collected by and recorded by: _____

Comments: _____