# TIME SHEET FOR SENIOR TAX EXCHANGE PROGRAM

## S – T – E – P

MONTH/YEAR _____

| DATE | TIME-IN | TIME-OUT | HRS WORKED | PROGRAM ACTIVITY | SUPV. INITIALS |
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| | | TOTAL HOURS | | | |

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VOLUNTEER SIGNATURE SS# DATE

*(I CERTIFY THAT I HAVE WORKED THE HOURS AS RECORDED ABOVE.)*

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SCHOOL COORDINATOR SIGNATURE DATE