

Monsignor McHugh School

Off-site Volunteer Activity Form

Directions: Complete this form and submit it, along with the work to the person responsible for your event. When submitting baked goods, you can simply attach the paperwork when you drop it off.

Volunteer's Name: _____

Volunteer Activity: (i.e. typing, baking) _____

Length of time: (or # of batches for baking) _____

Project or Event: _____

Requested by Whom: _____

Event Chair's Signature: _____

Event Chair: Please sign here to verify that the above work is complete and was requested. Then please submit this form to the office so that hours might be logged.