

Volunteer Timesheet - Non Patient Care Montrose Volunteers

☐ Heirlooms ☐ Orientation	/Training	☐ On-going Education		Gardening	
☐ Montrose Gala ☐ Golf Tournament ☐ Other:				Administrative - Non-Clinical NM Advisory Board Other Board General Office Work Development Dept. Office Work Library Work Community Outreach Other:	
Volunteer Name:			Supe	ervisor/Department:	
*Month:		Date	*	**Hours Worked	Mileage
Year:					
*Enter hours for only one month per timesheet.					
** Include travel time in Hours Worked column for all volunteer work EXCEPT office work, orientation/training and on-going education.					
Total Hours for Month:					
Volunteer Initials:					