



Below is a suggested list of the hours you might track that you devote to Camp Bluebird. Please note that this list is not comprehensive of all you might do.

**CAMP BLUEBIRD ANNUAL SERVICE/VOLUNTEER  
HOURS RECORD SHEET**

Name: \_\_\_\_\_  
Please print clearly

Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip: \_\_\_\_\_

Wrk phone: ( ) \_\_\_\_\_ Cell phone: ( ) \_\_\_\_\_

- Attendance at Meetings
- Travel to/from camp
- Forms, flyers, brochures, etc.
- Camp Webpage
- Creation of CDs, DVDs
- Thank you notes
- Writing letters/email
- Phone calls and follow-ups
- Planning camp activities
- Time spent at actual camp
- Arts and Crafts pre-camp
- Shopping
- Research items/info.

- Typing minutes
- Time spent setting up volunteers, speakers, entertainment, etc.
- Other

Please track the number of your volunteer staff hours on a separate Hours Record Sheet.

Tracking Hours Devoted to Camp Bluebird Each Month		TOTAL MO. HRS.
JANUARY	_____	_____
FEBRUARY	_____	_____
MARCH	_____	_____
APRIL	_____	_____
MAY	_____	_____
JUNE	_____	_____
JULY	_____	_____
AUGUST	_____	_____
SEPTEMBER	_____	_____
OCTOBER	_____	_____
NOVEMBER	_____	_____
DECEMBER	_____	_____

Please turn in your total volunteer hours December 1. Thanks for all you do!