

Hamilton Jackson Pocono Park and Open Space Commission

2162 Route 715, P. O. 194

Reeders, PA 18352-0194

570-629-0966 570-629-1016 f

To: The Director

From: _____

RE: Community Service, Volunteer Work

The following individual(s) have performed the listed community service / volunteer work hours for "The Friends of" or HJP Park and Open Space Commission.

This form must be returned by the 5th of each month for approval and calculations.

Print Name	Day & Date	Park	Time In	Time Out	Hours Worked	Staff Initials
EXAMPLE: John Doe	Sat 1/25/14	HJP Regional	9:00 AM	12:30 PM	3.5 hrs	
TOTAL HOURS OF WORK		X X X	X X X	X X X		