Volunteer Tag Sign-Out Sheet

This form must be submitted at least 7 days prior to the volunteer event so that volunteer clearances can be confirmed. The form will then need to be **signed when the volunteer tags are picked up** in the main office.

Advisor/Coach or Representative (person picking up tags)

Volunteer Event

Volunteer Event Date

Volunteer Event Location

Volunteer Capacity (brief description of services performed)

Volunteer Names	MO use only		
	Board-Approved?	#	Ret

* Continue on the back with additional volunteer names.

I understand that I am responsible for these tags and lanyards and must return them the next business day following the volunteer event.

Signature

Pick-Up Date

Main Office Representative

Return Date

Additional Volunteer Names

	MO use only		
Volunteer Names	Board-Approved?	#	Ret