



Volunteer Hour Tracking Sheet

A simple printable log for keeping a personal record of volunteer activities and time.

Volunteer Information

Volunteer name	
Organization/program (optional)	
Goal (optional)	

Activity Log

Date	Project / Activity	Location / Organization	Start	End	Hours	Notes / Initials



Total Hours

Total volunteer hours recorded:	
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This sheet is a personal tracking tool. If hours are being completed for a school, court, employer, agency, or another program, confirm that organization's documentation and approval requirements.