Sign- UP Sheet

SIGN UP

Sponsor:		**Date of Event**	
Time		**Event Type**	
Transportation		**Cost**	
Location			
Description of Event			

List of Participants

Name	Level	Other	

Filling out List of Participants Portion of Form

If a service event level = N/A. Other = Group or individual

If Grub Level = "attend" or "helped". Other = food or items brought

If Reflection Level = Active or Inactive during discussion

Please turn one copy into Irene Lynn one week prior to the event (with everything above the list of participants filled in), and another one day after the event complete filled in. You can send these to Irene via email or place them in the document protector on room 407. Please note that you event may NOT count if deadlines above are not followed. Irene will get these to chairs that need the information. COMMITTEE CHAIRS- Please note that this will make a great sign up sheet (Feel Free to alter the Participant List portion to suit your event).