

# Master Gardener Volunteer Log Sheet

(Enter hours in appropriate column, see definitions of categories for assistance)

\_\_\_ New Trainee  
 \_\_\_ Veteran MG

Year of 1<sup>st</sup> Training \_\_\_\_\_

Name _____		Phone _____		Report Date _____		
Date	Project or Activity Description and Location of Activity	Educational Outreach	Support Program/Chapter	Continuing Education	Contacts	Mileage
<b>TOTAL HOURS, CONTACTS AND MILEAGE ►</b>		Total	Total	Total	Total	Total

*Total hours on this side in each column, if you need the back, add totals from the front to the totals on the back. This really helps save time. Keep track of mileage for your own tax records. Check with IRS for deduction rates. (Hours traveled do not count as payback)*

Date	Project or Activity Description and Location of Activity	Educational Outreach	Support Program/Chapter	Continuing Education	Contacts	Mileage
<b>TOTAL HOURS, CONTACTS AND MILEAGE ►</b> (Include totals from front of sheet)		Total	Total	Total	Total	Total

Mail completed forms to OSU Coos County Extension Service, Ohlsen Baxter Building, 631 Alder St., Myrtle Point, OR 97458. The last day for submission of volunteer and training participation hours is **October 31, 2006.**