Offsite Service Hours Tracking and Verification Form

**Volunteer Name and Address:**

**Contact Information (Phone and Email):**

**Item(s) Produced and/or Donation Amount:**

**School or Organization and Address:**

**Contact Information (Phone and Email):**

**Cleveland APL Staff Signature/Print:**

**Date:**

*This form may be used to verify that community service work was completed offsite to benefit the Cleveland Animal Protective League at 1729 Willey Avenue, Cleveland, OH 44113. ([www.clevelandapl.org](http://www.clevelandapl.org) or 216-771-4616)*

<table>
<thead>
<tr>
<th>Work Completed</th>
<th>Date</th>
<th>Times [not total hours]</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Example: Made one fleece cat kennel blanket</em></td>
<td>1/2/16</td>
<td>Noon – 1:00 p.m.</td>
</tr>
</tbody>
</table>

*On behalf of our animals at the Cleveland API, thank you for your efforts!*