

Volunteer Hourly Work Sheet



Member Name:	Date:
Address:	Division: Lot #:
Method of Contac	t (Phone or Email):
HOURS WORKED	
	Home or Lot
	Examples include: Removing pine needles and leaf litter from roof and gutters, replaced
	vinyl gutters with metal gutters, ignition-resistant exterior improvements, installing
	screening on vents, flammable items removed from under decks and porches,
	inspect roof and replace missing shingles, etc.
	Landscaping (0—100 ft from base of dwelling unit)
	Examples include: Installation of hardscaping, replacing combustible mulches with
	stone/gravel options, tree and shrub removal, raking and removal of pine needles, leaves,
	ground litter/debris, tree trimming/limbing, moving firewood, lawn or native bush
	and grass maintenance, etc.
	Common Area
	(HOA or other Homeowner jointly owned property within the site boundary)
	Activities include: Tree thinning, mastication and brush removal, grass maintenance,
	fire break construction, etc. Well and POD area clean up, mowing weeding etc.
	Miscellaneous
	Meetings, presentations, program administration, home site visits, etc.
MONEY SPENT - I	lay NOT be re-embursed but should be tallied
\$	Examples include but not limited to:
	\$ Chipper Costs: Purchase/rental, fuel & oil, disposal fees, etc.
	\$ Other Equipment Costs: Chain saw purchase/rental, power equip. purchase/rental,
	hand tools, protective equipment, etc.
	\$ Contractor Costs: Arborists, landscapers, professional forestry services,
	debris removal, etc.
	\$ Home Improvement Costs: Roofs, decks, windows, vent screening, retrofits, etc.

Receipts required for re-embursements if approved and qualified by HOA Board

\$ Landscaping/DIY, Vehicle milage to from dump, other miscellaneous costs.

Email or Return to: Dwayne Deckard at ddeckard@comcast.net -- Questions? Call (509) 994-9288