



# MENOMONEE FALLS JR PHOENIX VOLUNTEER TRACKING FORM



Each family is required to volunteer 6 hours to the program. If volunteer hours are met, the \$50 fee that was deposited in registration will be refunded on equipment return day at the end of the season. Valid volunteer hours include: coaching, safety crew, board member, Game Day Operations (chains, announcing, scoreboard, concessions), assisting at equipment pickup and return, fundraiser handout, and other board approved events and activities.

**Instructions for this form:** *This form must be completed in its entirety. Each entry on the form below must include: date, number of hours, the eligible volunteer duty completed, and an authorized signature in order to be valid. Hours are measured in 15 minute increments.*

**Eligible Volunteer Events:** Here is a list of eligible volunteer items:

- Game Day Support (Chains, Scoreboard, Announcer)
- Concessions
- Equipment Handout/Return
- Fundraiser Handout
- Other Board of Director authorized events (look out in emails or website for updates)

**Authorized Signature:** The following people are allowed to sign for the volunteer event:

- Menomonee Falls Jr Phoenix Football or Cheerleading Board Member
- Your teams head coach
- Your teams Team Parent

Date	Hours	Eligible Volunteer Event	Authorized Signature
Total Hours			

Family Last Name: \_\_\_\_\_

Son(s)/Daughter(s): \_\_\_\_\_ Grade(s) \_\_\_\_\_

Volunteer Fees Refunded: YES ☐ NO ☐ If No, Reason: \_\_\_\_\_

Board Member Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_