

Community Service Authorized Time Sheet Signers

Agency Name:

Authorized Signer (print)

Signature

Date

Authorized Signer (print)

Signature

Date

Authorized Signer (print)

Signature

Date

Authorized Signer (print)

Signature

Date

❖ It is important that everyone that will sign a timesheet sign this form. Remember it is always a good idea to have one or two backups in case someone is out and unable to sign the timesheets. Please remember when new supervisors come into your office to please update this signature page with the updated signatures