Review IOLI Handbook for information on recording volunteer time.

From May 1, 20___ through April 30, 20____

NAME: _____

Charter Chapter: _____

		LIST HOURS FOR THE APPLICABLE CATEGORY							
Date	**Activity/Location**	**Demonstrating Lace**	**Travel time to and from event**	**Prep time preceding event**	**Gratis teaching**	**Programs presented**	**IOLI Board member hours**	**Charter Chapter Officer hours**	**Other hours (explain)**
	TOTALS								

Submit to your guild president by May 5 of each year.