

St. Mary's Elementary School
SERVICE HOURS FORM 2016-2017

****TEN OF YOUR REQUIRED 35 SERVICE HOURS PER YOUR SIGNED TUITION CONTRACT MUST
BE FROM ANY OF THE MAJOR FUNDRAISERS LISTED BELOW****

**** (CANDY BAR, SCRIP, MEGA RAFFLE, AUTUMN GOLD, AND GOLF TOURNAMENT) ****

Family Name_____ **Completion Date**_____

Date	Event	Time In - Time out	Total Hours
_____	_____	_____ - _____	_____
_____	_____	_____ - _____	_____
_____	_____	_____ - _____	_____
_____	_____	_____ - _____	_____
_____	_____	_____ - _____	_____
_____	_____	_____ - _____	_____
_____	_____	_____ - _____	_____
_____	_____	_____ - _____	_____
_____	_____	_____ - _____	_____
_____	_____	_____ - _____	_____
_____	_____	_____ - _____	_____
_____	_____	_____ - _____	_____
_____	_____	_____ - _____	_____
GRAND TOTAL			_____

Please be sure to list a specific date with each event. This record will be used to verify the hours claimed. Include the total hours worked for each event and calculate the Grand Total at the bottom of this sheet. Always remember to sign in/out with the chairperson at each event.

Parents, who have agreed to work at least 35 hours as per their signed Tuition Contract, need to submit a listing of their hours to Sherri Weinholtz at sherriw1175@yahoo.com or send this Service Hours Form to the school Tuition Office. Please make a copy for your reference. Additional forms are available in the school office.

Please submit service hours as soon as possible before the March 15, 2017 deadline. Hours may be accrued between July 1, 2016 to June 30, 2017. Failure to complete your pledged hours needed to reach 35 hours minimum by June 30, 2017 will result in a \$900 fee being assessed as per your signed tuition contract.

Please contact Sheila Kierejewski, Advancement Coordinator at 683-2112 x125 or kierejewskis@smeschool.com with any questions.

REVISED 11/4/15