

# BURBANK VOLUNTEER PROGRAM SERVICE TIME RECORD



Month :

**This time record is to be completed monthly and must be turned in by the 10<sup>th</sup> of the following month you are reporting.**

**In person RETURN to:** BVP, 1301 West Olive Avenue, Burbank, CA 91506 (818) 238-5370  
**MAIL TO:** BVP, P.O. Box 6459, Burbank, CA 91510 or **E-MAIL TO:** [bvp@burbankca.gov](mailto:bvp@burbankca.gov)  
**FAX TO:** (818) 238-5388

**NAME:** \_\_\_\_\_  
**ADDRESS:** \_\_\_\_\_  
**PHONE:** \_\_\_\_\_

<u>DATE</u>	<u>JOB #</u>	<u>STATION NAME</u>	<u>HOURS</u>	<u>MILEAGE</u> *MUST HAVE BVP STAFF PERMISSION	<u>BVP OFFICE USE ONLY</u>	
					HOURS	
	J				Job #	
	J				Job #	
	J				Job #	
	J				Job #	
	J				Job #	
	J				Job #	
	J				Job #	
	J				Miles:	
	J				Total Amount: \$	
	J					
	J					
<b>TOTAL</b>						

**REQUIRED** – Signature of authorized STATION SUPERVISORS:

1. \_\_\_\_\_ Date \_\_\_\_\_
2. \_\_\_\_\_ Date \_\_\_\_\_
3. \_\_\_\_\_ Date \_\_\_\_\_

Volunteer's Signature \_\_\_\_\_  
 Date: \_\_\_\_\_

# Burbank Volunteer Program Stations

"4 OTHERS" SEWING GROUP J-0158  
AMERICAN CANCER SOCIETY  
BURBANK J-0191  
TOLUCA LAKE J-0098  
AMERICAN RED CROSS J-0237  
AUTRY MUSEUM OF THE AMERICAN WEST J-0251  
BOB HOPE AIRPORT J-0205  
BOYS & GIRLS CLUB J-0193  
BRAILLE INSTITUTE J-0007  
BURBANK FARMER'S MARKET J-0011  
BURBANK HISTORICAL SOCIETY J-0012  
BURBANK REHAB CENTER  
OFFICE ASSISTANT J-0252  
RECREATION J-0253  
BURBANK TEMPORARY AID CENTER J-0015  
BURBANK TOURNAMENT OF ROSES J-0084  
BURBANK YMCA J-0254  
BURBANK VOLUNTEER PROGRAM  
BVP OFFICE ASSISTANT J-0260  
LEAD THE WAY INTERNSHIP J-0273  
PHOTOGRAPHY J-0274  
CHILDREN'S HOSPITAL THRIFT SHOP J-0090  
COUNSELOR IN TRAINING PROGRAM J-0261  
CITY OF BURBANK ANIMAL SHELTER J-0106  
CITY OF BURBANK CITY HALL J-0172  
CITY OF BURBANK COMMUNITY DEVELOPMENT DEPT  
INFO DESK WORK J-0262  
CITY OF BURBANK CREATIVE ARTS CENTER J-0020  
CITY OF BURBANK FIRE DEPT J-0218  
CITY OF BURBANK LIBRARY SERVICES J-0013  
CITY OF BURBANK NUTRITION J-0038  
CITY OF BURBANK POLICE DEPARTMENT J-0051  
CITY OF BURBANK RISE PROGRAM J-0275  
CITY OF BURBANK SPORTS OFFICE J-0263  
COMMUNITY BOARD MEMBER J-0018  
COMMUNITY SERVICES J-0264  
CYBER CAFÉ J-0235  
DANCE NOW J-0271  
FAMILY PROMISE OF THE VERDUGOS J-0229  
FAMILY SERVICE AGENCY J-0025  
FOOD FORWARD J-0248  
HARVARD PLAZA J-0163  
JOSLYN ADULT CENTER  
CLEANING (BVP) J-0269  
INFORMATION & REFERRAL J-0033  
JAC ADULT SERVICES J-0267  
JAC RECREATION J-0040  
TED TALKS RESEARCHER J-0268  
JOSLYN TRAVEL OFFICE J-0070  
KEYSTONE CLUB J-0095  
LEEZA'S CARE CONNECTION J-0249  
MAILROOM VOLUNTEERS J-0127  
MARY STOICA CAFÉ J-0072  
NATIONAL PARKINSON'S FOUNDATION J-0197  
PROJECT HOPE  
FRIENDLY VISITATION J-0026  
MARKETING/SHOPPING J-0165  
TELEPHONE REASSURANCE J-0060  
VOLUNTEER DRIVING J-0195  
PROVIDENCE ST. JOSEPH GUILD J-0213  
PROVIDENCE ST. JOSEPH MEDICAL CENTER J-0058  
PROVIDENCE SENIOR OUTREACH COUNSELING  
SENIOR PEER COUNSELING J-0138  
SENIOR TO SENIOR J-0247  
RSVP SUPPORT J-0055

S.W.A.T. J-0270  
SEWING, KNITTING & CROCHETING GROUP J-0088  
STAY @ HOME  
SALVATION ARMY—HUMAN NEEDS J-0115  
TAX ASSISTANCE J-0166  
TRANSIT TRAILBLAZERS J-0245  
TUTTLE SENIOR CENTER—RECREATION J-0104  
VOLUNTEER4VETS/ OPERATION GRATITUDE J-0239  
WESTERN WEAVERS J-0221  
YOUTH LEADERSHIP PROGRAM J-0266

## ATTENTION S.W.A.T. TEAM VOLUNTEERS:

All S.W.A.T. event service time will be classified as one of the "Community Service" numbers in the list above. When we call you for a S.W.A.T. event, please ask for the correct service number. Thank you!

