

Total Hours:_____ Entered by:_____

Green Cord Community Service

Service Program Documentation Form 2025-2026 The first 25 hours are due January 16, 2026, and the full 100 hours are due by May 8, 2026.

You may make as many copies of this page as necessary. Please submit one page for each organization you perform service with. There is a \$5.00 due for the cord itself. The dues are not required until the hours are completed. See Amber Bush in A222 for more information.

Name:_____ Grade:_____ ID#:_____ E-mail
Address:_____ Phone:_____ Organization service
was done with:_____ Description of service (please be
specific):_____

_____ Was service
done in affiliation with DHS? (Circle one) YES NO

***You must have 20 hours that are not affiliated with a DHS organization.**

Green Cord Community Service Hours

How to document hours: Under the "Service Date" column, record each day that service was performed for the above organization in the format MM/DD/YY (ex. 10/16/24). For each day of work, list the number of service hours completed in the column "# of hours served".

Service Date	# of hours served	Service Date	# of hours served

Service Director / Sponsor Information

Name:_____ Daytime Phone:_____ E-mail
Address:_____ Other Phone:_____

Signature:_____ Date:_____

By signing this document, you verify that the information above is contained herein is complete and accurate.

Return this document to Mrs. Bush (Room A222). If completed incorrectly, the Service Committee will reject it.

****Hours must be completed between the dates of June 1, 2025 and May 2, 2026.**