OMB Approved
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EXP. Date 02/2027

UNITED STATES DEPARTMENT OF AGRICULTURE
MARKETING AND REGULATORY PROGRAMS

VOLUNTEER TIME AND ATTENDANCE RECORD

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NAME OF VOLUNTEER

DATE	TIME IN	TIME OUT	TOTAL HOURS	LOCATION
				TOTAL HOURS

SIGNATURE OF VOLUNTEER | **DATE**

TO BE COMPLETED BY PROGRAM OFFICIAL

SIGNATURE OF FEDERAL EMPLOYEE SUPERVISORY PROGRAM OFFICIAL | **DATE**

Return completed form by email to MRP.Volunteer.Program@usda.gov