

Proof of Community Service Completion for the Student Sustainability Workshop

Completing Your Community Service

To complete the community service requirement, all Student Sustainability Workshop Members must:

1. Approve Community Service opportunity with your Workshop Leader if it is not on the list of approved organizations.

<https://www.smc.edu/community/sustainability/workshop-member-resources.php>

2. Contact the organization to confirm the event or activity.
3. Perform 3 hours of community service before the final Workshop meeting.
4. Complete the top half of this form.
5. Obtain the signature, title, organization name, and phone number from the person who supervises your community service.
6. Give the completed form to your Workshop Leader.

Your Name:

Workshop Number

Organization You Volunteered For:

Date: _____

Dear Sustainable Works:

This letter verifies the completion of 3 hours of community service for our organization. We appreciate the efforts of our volunteers and thank Sustainable Works for providing students to assist with our program.

Sincerely,

Volunteer Supervisor

Name: _____

Signature: _____

Phone/email: _____