



# Individual Service Project Evidence Form

## Plainfield East High School National Honor Society

Please complete this form.

**It must be signed by the facilitator of the service project or it will *not* be approved.**

Student Name: \_\_\_\_\_

Name of Project: \_\_\_\_\_ Date of Project: \_\_\_\_\_

Organization Name and Location of the Service Project: \_\_\_\_\_

Start Time: \_\_\_\_\_ am/pm End Time \_\_\_\_\_ am/pm Number of Hours Completed:

Contact Person in Charge of Project: \_\_\_\_\_ Phone #: \_\_\_\_\_

Email: \_\_\_\_\_ **Project Facilitator Signature:** \_\_\_\_\_

Are you using this for another club/sport of which you are a member? \_\_\_\_ If yes, which one? \_\_\_\_\_

Description of project (**Be very specific. Use back of form, if needed.**):

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**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Important Information to Keep in Mind**

- \*You will not get hours for activities that are part of a different club/sport you belong to unless it went through an NHS sign-up (ex: fundraising, setting up for tournaments, things you do because you are a member of the club/sport).
- \*No hours will be given for babysitting, dog sitting, house sitting, tutoring neighbor/friend/etc, cleaning yard/park, etc.
- \*ALL individual hours must come from some organization (parents should not be signing this form unless they are the organization leader).
- \*If you are not sure if something will count, ask sponsors BEFORE you do the activity.
- \*If this form is not turned in on time or is turned in incomplete, you will be deducted 10% of your hours

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Officer Use only:

Approved by: \_\_\_\_\_ Yes \_\_\_\_\_ No

Comments: \_\_\_\_\_

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