

Athena Middle School PTSA

Volunteer Request Form

Please fill out and submit to the PTSA Volunteer Coordinator AT LEAST 10 days before you would like the request for volunteers to go home. In your description of Volunteer Activities include times (days/evening hours), length of commitment (all year, one week, one day, etc) and a brief description of duties. Please think far enough ahead so that there is time to organize your committee. For example, Fun Night Volunteers request for October should be made no later than mid September. Please send the form in to the office, or email to: Tracy Simmons at tracy78@frontiernet.net.

Name of Committee:

Chairperson:	Chairperson:
--------------	--------------

Chairperson Phone:	Chairperson Phone:
--------------------	--------------------

Chairperson email:	Chairperson email:
--------------------	--------------------

Date of Activity:	Time of Activity:
-------------------	-------------------

Length of Activity:

Date request to go into the email update
--

Would you like a volunteer request listed on the PTSA Web Site? Yes No

Paper Form Needed? Yes No

Purpose of Paper Form (these are used sparingly due to cost)
--

Form return by date:	Form return to:
----------------------	-----------------

Description of Volunteer Activity
