

DonorSearch Paid Volunteer Form

All DS Employees can have up to 16 paid volunteer hours, so long as the organization is approved by the philanthropy committee. For hours to count as worked, signed document by nonprofit with description of work needs to be provided within 1 week of volunteer date. Photos are encouraged.

Recipient Organization Section

Organization Name	<hr/>
Organization EIN	<hr/>
Contact Name	<hr/>
Contact Title	<hr/>
Phone Number	<hr/>
Email Address	<hr/>
Mailing Address	<hr/>
Mailing City, State Zip	<hr/>
Recipient Organization Contact Title	<hr/>
Did they share the Donor Honor Roll?	<hr/>
What does this org do?	<hr/>
What will you do?	<hr/>

DS Employee Section

Employee Name	<hr/>
Employee eMail	<hr/>
Volunteer Date	<hr/>

Manager Signature

Manager Signature & Date
