ACTIVITY LOG

FOR SEEKING WORK

MONTH _____YEAR_____

Child Care Services
2379 Myrtle Ave.
Eureka, CA 95501
707-444-8293. fax 707-444-8298

Instructions: Complete this log on a daily basis using blue or black ink only and be specific. At the end of the month, sign this log and submit to the office above by 5pm on the 3rd of each month after the month has ended. For example, a May activity log is due June 3. Use as many sheets as needed and number them before submitting. Failure to submit this log by 5pm on the 3rd will delay payment to your provider and may be grounds for termination from the program. Thanks for your cooperation.

Date	Type of Activity and Times (i.e. 8-9 am job interview, 9-noon submitted applications, etc.)	Office Use Only

Under penalty of perjury, I affirm the information as stated above is true and correct.

Printed Name of Parent/Legal Guardian

Signature of Parent/Legal Guardian and Date

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Staff initials: