# ARISIA CONVENTION TIMESHEET

**Section 1:** Your Name: ___________________________  Badge Number: ___________________  Convention Year: ____________

**Section 2:** Complete during the course of the weekend. Round all times to the nearest quarter hour. When you are done working for the weekend, continue to section 3. Turn timesheets in to the Volunteer Lounge, or mail to: Timesheets, Arisia Inc. 519 Somerville Ave. #371, Somerville, MA 02143 (or email tas@arisia.org)

<table>
<thead>
<tr>
<th>Day</th>
<th>Start</th>
<th>End</th>
<th>Total</th>
<th>Area</th>
<th>Task</th>
<th>Supervisor’s Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday</td>
<td>4:00 PM</td>
<td>6:00 PM</td>
<td>2 hrs</td>
<td>Con Suite</td>
<td>Set up Tables &amp; Chairs</td>
<td>Justin Fandom</td>
</tr>
</tbody>
</table>

**Total Hours Worked** 0

**Section 3:** Your Signature: ___________________________  Date: ____________________________

- If you earned a T-shirt (8+ hrs worked), do you want it?  
  - Yes  
  - No  
  - Please mail  
  - If yes/mail, what size: ___________________________

- If you earned a complimentary membership for next year (12+ hrs worked), do you want it?  
  - Yes  
  - No  

- Would you be interested in working for Arisia next year?  
  - Absolutely  
  - No thanks  
  - Maybe

- Would you be interested in receiving info about the Arisia corporation?  
  - Absolutely  
  - No thanks

**Section 4:** (for office use only)

- Timesheet Accepted by: ___________________________  T-shirt size provided: ___________________________

Updated December 2019

*The Arisia convention committee and corporation thank you for volunteering your time. Arisia is a 100% volunteer-run, non-profit organization.*