Greater Cleveland Habitat for Humanity
PARTNER FAMILY SWEAT EQUITY WORK REPORT

FAMILY NAME: _____ DATE: _____
(Month/Year)

SWEAT EQUITY HOURS ACCUMULATION POLICY:

- Take this form with you to the construction site, ReStore, and trainings/workshops to record all Sweat Equity hours.
- Volunteers may not be recruited on site to help with your Sweat Equity hours.
- The Work Report must be fully filled out and signed by a supervisor or house/crew leader.
- Keep your own record of your hours earned. GCHFH is not responsible for lost reports
- It is your responsibility to return completed forms to GCHFH by the 5th of following month. Copies may be faxed to (216) 429-3629, mailed or dropped off at 2110 West 110th St. Cleveland, OH 44102
- The site supervisor or house/crew leader is your supervisor and will be evaluating your performance.
- Each family may bring up to but no more than four (4) workers per day to the site.
- The site supervisor will determine how many hours you will receive credit for.

Date	Name of Adult	Time In	Time Out	Hours Worked	Supervisor Signature

Supervisor/House-Crew Leader Comments**:**

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OFFICE USE ONLY:

ACTUAL HOURS RECORDED ( ) by_____

DATE RECEIVED: _____