New Hampshire Department of Corrections
Office on Citizen Involvement and Volunteers

QUARTERLY ATTENDANCE REPORT

Reporting for the quarter checked below:

- ❑ JANUARY 1 – MARCH 31
- ❑ APRIL 1 – JUNE 30
- ❑ JULY 1 – SEPTEMBER 30
- ❑ OCTOBER 1 – DECEMBER 31

Please include state prison, state correctional facility, and community-based voluntary services to criminal offenders

DATE	NUMBER OF HOURS	NATURE OF VOLUNTARY SERVICES	LOCATION OF SERVICES	NUMBER OF OFFENDERS INVOLVED

Name _____

Address _____

_____

Phone _____ Date Report Completed _____

Please submit **within 15 DAYS** of the end of the reported quarter;

Either by US Postal Service to:
NH State Prison Volunteer Activities Office
PO Box 14, Concord, NH 03302-0014

Or, by state prison system inter-office mail:
Just fold in half, write "NH State Prison Volunteer Activities Office" and place into PRISON MAIL slot