

# ICHAT Collection Sheet

<b>Event/Activity Name:</b>	
<b>Date of Event:</b>	
<b>Teacher:</b>	

Volunteer Name	IChat Form Completed	Driver's License Copied	Approved/Denied (admin office)

Once all your volunteers have turned in their IChat forms and Driver's License please send all together to your building secretary. If there are any issues with volunteers, secretaries will notify HR and HR will notify the principal and the teacher.