

Time exchange sheet

An example of how to record time credits earned and spent

TIME GIVER

Name _____

Address _____

Telephone _____

Mobile _____

Email _____

TIME RECEIVER

Name _____

Address _____

Telephone _____

Mobile _____

Email _____

Date of exchange _____

Type of exchange _____

Length of exchange hours

Number of credits

Exchange completed satisfactorily

Yes

No

Comments _____

Signed _____

Service giver

Signed _____

Service receiver

Credits

You can add all your credits to your own time bank account **or divide them** between your own account and another named time bank member.

1 Credits to own time bank account

Number of credits

2 Donate credits to

Number of credits

Please return all slips to _____

at _____

by _____

...time to give and take