

# 2013 Volunteering and Community Service Completion Form

## Personal Benefit Account (PBA) City of Green Bay

Fill out this form for each individual that completed volunteering /community service to receive the PBA dollars. PBA dollars are received when each individual reaches 5 hours of community service. (Maximum of 10 hours of community service/volunteering per individual).

Send completed forms to City of Green Bay Wellness Coach (information at the bottom of the form). If you have any questions, please call the Wellness Coach at (920) 448-3101.

**Insurance Card Holder Name:** \_\_\_\_\_ ee / retiree  
(circle one)

**Name of person who participated:** \_\_\_\_\_ ee / retiree / sp / dependent  
(circle one)

**Department of employee:**

- DPW
- Fire
- Park/Rec/Forestry
- Police
- Transit
- Water
- All Other

**Number of volunteer / community service hours:** \_\_\_\_\_

**Name of Organization:** \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_

Individuals may submit a letter with the name of the organization, location, and hours of volunteering / community service as proof.

**Participant's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

*Return completed form to the City Wellness Coach:  
City of Green Bay,  
100 N. Jefferson St. Room 500 Green Bay, WI 54301-5006  
Or fax to: 920-448-3128 ATTN: Wellness Coach  
Please retain a copy of this form for your records.*

For Internal Use Only

Date entered on spreadsheet:

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