Site _____ **Date:** _____

SUPPLEMENTAL LOG SHEET - Please fill in <u>ALL</u> the information.

(For clients w/ valid program ID (white plastic cards) whose names are not on pre-printed log sheets)
(For new clients write new under the program ID)

Last Name	First Name	Program ID #	Package Type	Expiration Date	Signature	*Reason for Signing this Log

*Reasons include: **NF** – <u>**N**</u>ot <u>**F**</u>ound (on pre-printed log), **WI** - <u>**W**</u>as <u>**I**</u>nactive (someone who still has valid ID but has not picked up for 3 mos. or more)**, FAS** - <u>**F**</u>rom <u>**A**</u>nother <u>**S**</u>ite (if the truck stays or you have extra boxes, it's fine to take someone who usually picks up at another site).