

Date	# Trial Hours	# Non-Trial Hours	Description of Work	Setup/Takedown (Enter #)*	Total Hours for Quarter
Total	0.00	0.00			0.00

(Do not worry if totals are not updating. They will be recalculated after the file is submitted.)

At the end of the quarter, send this file to: membership@wagagility.com

*To record setups and takedowns, enter a number in the column on the row the activity was performed for the number of people that did the setup or takedown on that day. If 2 or more people assisted, enter number; otherwise enter 1. Onsite Managers: enter the total number for the trial.

Setup/Takedown (S/T):

- S/T for WAG trials: count as trial hours
- S/T for non-WAG trials: count as non-trial hours
- Family members can be counted for S/T for Individual Memberships
- Members receive 5 worker hours (or \$10 WAG bucks) for the first hour. Regular rate applies after that.

Required:

- Individual Memberships
 - o 40 hours annual requirement
 - o 4 setups/takedowns per year
- Household Memberships
 - o 56 hours annual requirement
 - o 8 setups/takedowns per year

Info only updated February 8, 2022