



HOST AGENCY AUTHORIZED SIGNATURE FORM

It is a requirement of the **DEPARTMENT OF LABOR** that Mature Services, Inc. has an Authorized Signature of all the Host Agency Supervisors and Alternates. This is updated annually.

NOTE: A new AUTHORIZED SIGNATURE FORM must be submitted along with a new HOST AGENCY SUPERVISION REPORT, IMMEDIATELY, as Supervisor changes occur. Trainee time sheets without authorized signatures WILL NOT BE PROCESSED.

FOR PROGRAM YEAR:	July 1, 2008	TO	June 30, 2009	
HOST AGENCY SITE NAME:				
<i>SITE LOCATION: Complete if you have more than one site/location; AND complete one for EACH site/location;</i>				
Include complete address--				
	Number and Street			
City		State	OH	Zip

Signature must be written, not printed.

a. Supervisor's SIGNATURE:	
Supervisor's TYPED or PRINTED Name:	
b. Supervisor's SIGNATURE:	
Supervisor's TYPED or PRINTED Name:	
c. Supervisor's SIGNATURE:	
Supervisor's TYPED or PRINTED Name:	
d. Supervisor's SIGNATURE:	
Supervisor's TYPED or PRINTED Name:	

THE FOLLOWING PEOPLE ARE ONLY AUTHORIZED TO SIGN TRAINEE TIME SHEETS WHEN THE DIRECT SUPERVISOR(S) LISTED ABOVE IS NOT AVAILABLE:

**** NOTE: No Trainee may sign another Trainee's time sheet, ever.**

Signature must be written, not printed.

1. Alternate Supervisor's SIGNATURE:	
Alternate's TYPED or PRINTED Name:	
2. Alternate Supervisor's SIGNATURE:	
Alternate's TYPED or PRINTED Name:	

3. Alternate Supervisor's SIGNATURE:	
Alternate's TYPED or PRINTED Name:	

Electronic or Hand Writeable

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Host Agency Authorized Signature Form: Rev 2/2008