This is a sample Customer Sign-In Sheet you could have your Access Points use to track their customers:

Customer Sign-In Sheet

NAME OF ACCESS POINT: _____ DATE: _____

By signing in below, you will help this SHARE Network Access Point receive credit for helping you look for a job and help [insert State] to learn what services jobseekers need. Please be aware that:

- ☐ A copy of this sheet is sent to _____ to certify that this Access Point served you. Therefore, the information you enter below may be shared with ____[list agencies}____ and the U.S. Department of Labor.
- ☐ SHARE Network Access Points are committed to helping you look for a job regardless of your age, gender, race, ethnicity, religious belief, income level, or other prohibited criteria.
- ☐ Your participation in any activity offered, including this sign-in sheet, is entirely voluntary and will not affect the quality of the job search services you receive from this SHARE Network Access Point.

By signing below, I agree that I have read and understand the preceding statements and that I voluntarily want to receive job search services at this SHARE Network Access Point.

NAME (please print)	SIGNATURE	Your Home Zip Code	First visit here	Return visit here	Ever been to a One-Stop? Yes	No