



2017-2018 HOURLY EMPLOYEE TIMESHEET

Print Name: _____

Pay Period: _____

<u>Day</u>	<u>Date</u>	Time In	Time Out	Time In	Time Out	Time In	Time Out	TOTAL HOURS
Monday	_____							
Tuesday	_____							
Wednesday	_____							
Thursday	_____							
Friday	_____							
Saturday	_____							
Sunday	_____							
TOTAL								

Day	Date	Time In	Time Out	Time In	Time Out	Time In	Time Out	TOTAL HOURS
Monday	_____							
Tuesday	_____							
Wednesday	_____							
Thursday	_____							
Friday	_____							
Saturday	_____							
Sunday	_____							
TOTAL								

Employee Signature _____

Date _____

TOTAL

Director Signature _____

Date _____

CEO Signature _____

Date _____

GRAND TOTAL