

FREE SIMPLE MONTHLY TIMESHEET

A user-friendly and efficient monthly timesheet template to track and record work hours, tasks, and projects.

Raya Interiors

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Timesheet

01-May-23

Employee Name:	Paul Turner	Work Description	Standard Hours:
Project:	Office Building	Initial design concepts and sketches	8:00
Task	Schematic Design		

Day of Week	Day	Time In	Time Out	Worked Hours	Overtime	Total Hours
Monday	01-May-23	9:00 AM	6:00 PM	9:00	1:00	9:00
Tuesday	02-May-23	9:00 AM	6:00 PM	9:00	1:00	9:00
Wednesday	03-May-23	9:00 AM	6:00 PM	9:00	1:00	9:00
Thursday	04-May-23	9:00 AM	6:00 PM	9:00	1:00	9:00
Friday	05-May-23	9:00 AM	6:00 PM	9:00	1:00	9:00
Saturday	06-May-23			0:00	0:00	0:00
Sunday	07-May-23			0:00	0:00	0:00
Monday	08-May-23	11:00 AM	4:00 PM	5:00	0:00	5:00
Tuesday	09-May-23	11:00 AM	4:00 PM	5:00	0:00	5:00