

YOUR COMPANY NAME

Address
CITY, STATE ZIP CODE
Phone Number

Attendance Calendar 2020

Confidential

Name _____ Emp. # _____
Dept. _____ Position _____
Address _____
State _____ Zip _____ Phone _____
Hire Date _____ SS # _____

- | | |
|---------------------------|--------------------|
| 1 Lack of Work | 9 Transportation |
| 2 Sick (Employee) | 10 Unknown |
| 3 Family Illness | 11 Death in Family |
| 4 Accident - Out of Plant | 12 Jury Duty/Court |
| 5 Injury on Job | 13 Birthday |
| 6 Personal | 14 Weather |
| 7 Discipline | 15 Funeral |
| 8 Family Leave Act | 16 Medical Appt. |

JANUARY							
Sun	Mon	Tue	Wed	Thur	Fri	Sat	TOTAL
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31		

FEBRUARY							
Sun	Mon	Tue	Wed	Thur	Fri	Sat	TOTAL
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	

MARCH							
Sun	Mon	Tue	Wed	Thur	Fri	Sat	TOTAL
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30	31					

APRIL							
Sun	Mon	Tue	Wed	Thur	Fri	Sat	TOTAL
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30			

MAY							
Sun	Mon	Tue	Wed	Thur	Fri	Sat	TOTAL
					1	2	
3	4	5	6	7	8	9	
10	11	12	13	14	15	16	
17	18	19	20	21	22	23	
24	25	26	27	28	29	30	
31							

JUNE							
Sun	Mon	Tue	Wed	Thur	Fri	Sat	TOTAL
	1	2	3	4	5	6	
7	8	9	10	11	12	13	
14	15	16	17	18	19	20	
21	22	23	24	25	26	27	
28	29	30					

JULY							
Sun	Mon	Tue	Wed	Thur	Fri	Sat	TOTAL
			1	2	3	4	
5	6	7	8	9	10	11	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31		

AUGUST							
Sun	Mon	Tue	Wed	Thur	Fri	Sat	TOTAL
						1	
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	
30	31						

SEPTEMBER							
Sun	Mon	Tue	Wed	Thur	Fri	Sat	TOTAL
		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30				

OCTOBER							
Sun	Mon	Tue	Wed	Thur	Fri	Sat	TOTAL
				1	2	3	
4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30	31	

NOVEMBER							
Sun	Mon	Tue	Wed	Thur	Fri	Sat	TOTAL
1	2	3	4	5	6	7	
8	9	10	11	12	13	14	
15	16	17	18	19	20	21	
22	23	24	25	26	27	28	
29	30						

DECEMBER							
Sun	Mon	Tue	Wed	Thur	Fri	Sat	TOTAL
		1	2	3	4	5	
6	7	8	9	10	11	12	
13	14	15	16	17	18	19	
20	21	22	23	24	25	26	
27	28	29	30	31			