

Bi-weekly Time Sheet

Name Of Employee:				Week Of:		
Week Day	Morning In Out		Afternoon In Out		Overtime In Out	
Mon.						
Tues.						
Wed.						
Thur.						
Fri.						
Total Hours						

Name Of Employee:				Week Of:		
Week Day	Morning In Out		Afternoon In Out		Overtime In Out	
Mon.						
Tues.						
Wed.						
Thur.						
Fri.						
Total Hours						

I signify this to be true and correct.

Employee Signature: _____