

Weekly timesheet – pay period: _____ to _____

Employee name	Employer	Supervisor		
DAY	START	END	BREAK (MIN)	TOTAL
Mon _/_		AM _	PM _	
Tue _/_		AM _	PM _	
Wed _/_		AM _	PM _	
Thu _/_		AM _	PM _	
Fri _/_		AM _	PM _	
Sat _/_		AM _	PM _	
Sun _/_		AM _	PM _	

Totals

Total hours:	Regular:	Overtime:
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Employee signature and date	Supervisor signature and date
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