

Employee Time Sheet

Name:					Building:					
Cafeteria Classroom Aide Custodian Library				Maintenance Mechanic Secretary Transportation		Other Tigers Kids Club				
Two Wee	ek Time Period	l from			to_					
		MORNING		LUNCH		AFTERNOON		HOURS		
Date		ln	Out	ln	Out	In	Out	Reg.	Extra Hrs.	EX HRS. DESCRIPTION
	Monday									
	Tuesday									
	Wednesday									
	Thursday									
	Friday									
	Saturday									
	Sunday									
							TOTAL			
		MORNING LUNG				NCH AFTERNOON			LIDO I	
Date		In	Out	In	Out	In	Out	Reg.	URS Extra Hrs.	EX HRS. DESCRIPTION
24.0	Monday		04.		Jul		Jul			ZX III O Z Z Z Z Z Z Z Z Z Z Z Z Z Z Z Z Z
	Tuesday									
	Wednesday									
	Thursday									
	Friday									
	Saturday									
	Sunday									
							TOTAL			
Employee Signature						Date				
Supervisor Signature										

^{***}All time sheets require a building principal signature