

## Weekly Time Record

Week Ending: \_\_\_\_\_

Employee Name: \_\_\_\_\_

Manager: \_\_\_\_\_

Employee Phone: \_\_\_\_\_

Employee e-mail: \_\_\_\_\_

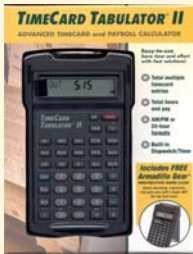
Tax ID #: \_\_\_\_\_

	<u>IN</u>	<u>OUT</u>	<u>HOURS</u>
Sunday	_____	_____	_____
Monday	_____	_____	_____
Tuesday	_____	_____	_____
Wednesday	_____	_____	_____
Thursday	_____	_____	_____
Friday	_____	_____	_____
Saturday	_____	_____	_____

Total Hours: \_\_\_\_\_

Regular Hours: \_\_\_\_\_

Overtime Hours: \_\_\_\_\_



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Tax ID #: \_\_\_\_\_

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Monday	_____	_____	_____
Tuesday	_____	_____	_____
Wednesday	_____	_____	_____
Thursday	_____	_____	_____
Friday	_____	_____	_____
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