


DAILY TIMESHEET

COMPANY: _____	STANDARD PAY RATE: _____	OVERTIME PAY RATE: _____
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EMPLOYEE NAME: _____	SIGNATURE: _____	DATE: _____
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MANAGER NAME: _____	SIGNATURE: _____	DATE: _____
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DATE	JOB/PROJECT	JOB/PROJECT CODE	TIME IN	TIME OUT	TIME IN	TIME OUT	TOTAL (HOURS)	OVERTIME (HOURS)	SICK (HOURS)	HOLIDAY (HOURS)	VACATION (HOURS)
TOTAL HOURS WORKED							0	0	0	0	0
RATE											
SUB-TOTAL							\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL										\$0.00	



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