

Employee Name:

Rate Per Hour: \$0.00

Manager Name:

Week Starting: 5/25/2021

Date	Day	Time In	Time Out	Time In	Time Out	Total Hours	Total Pay
5/25/2021	Tuesday					0:00	\$0.00
5/26/2021	Wednesday					0:00	\$0.00
5/27/2021	Thursday					0:00	\$0.00
5/28/2021	Friday					0:00	\$0.00
5/29/2021	Saturday					0:00	\$0.00
5/30/2021	Sunday					0:00	\$0.00
5/31/2021	Monday					0:00	\$0.00

Employee Signature: _____

Manager Signature: _____

Running Remote (Sample Timesheet)

Employee Name: David Smith

Rate Per Hour: \$15.00

Manager Name: Robert Smith

Week Starting: 5/25/2021

Date	Day	Time In	Time Out		Time In	Time Out	Total Hours	Total Pay
5/25/2021	Tuesday	8:00 AM	11:00 AM		1:00 PM	5:00 PM	7:00	\$105.00
5/26/2021	Wednesday	8:30 AM	11:00 AM		1:30 PM	4:00 PM	5:00	\$75.00
5/27/2021	Thursday	8:21 AM	11:00 AM		1:00 PM	4:30 PM	6:09	\$92.25
5/28/2021	Friday	9:00 AM	10:45 AM		1:20 PM	5:30 PM	5:55	\$88.75
5/29/2021	Saturday	8:00 AM	11:00 AM		1:00 PM	5:00 PM	7:00	\$105.00
5/30/2021	Sunday	9:18 AM	10:00 AM		1:15 PM	6:00 PM	5:27	\$81.75
5/31/2021	Monday	8:20 AM	11:10 AM		7:00 PM	9:00 PM	4:50	\$72.50

Employee Signature: _____

Manager Signature: _____