

Name: ______ Location : _____

Reporting Period: Month _____ Year _____

Date	Day	Time In	Time Out	Hours Worked	ΡΤΟ	РТО Туре	Sum Hours	
	Sunday							
	Monday							
	Tuesday							
	Wednesday							
	Thursday							
	Friday							Tota
	Saturday							
	Sunday							
	Monday							
	Tuesday							
	Wednesday							
	Thursday							
	Friday							Tota
	Saturday							
	Sunday							
	Monday							
	Tuesday							
	Wednesday							1
	Thursday							1
	Friday							Tota
	Saturday							
	Sunday							
	Monday							
	Tuesday							
	Wednesday				1			1
	Thursday							
	Friday							Tot
	Saturday							
	Sunday							
	Monday							Tota
	Tuesday							

Monthly Total

(Please email to humanresource@presidentialstaffing.com or fax to (210) 783-8957 by 12 noon CST every Monday)

Employee Signature

Verified By

Date

Date