

EMPLOYEE'S TIME SHEET

Month of July 2009

Personnel Data

1. Full Name _____
2. Home Address _____
3. Date of Birth _____
4. Employee ID Number _____
5. Occupation _____
6. Work Week Begins at _____ (a.m. ; p.m.) on _____
 Day of Week

Number of Hours Worked Each Day

	MON	TUE	WED	THURS	FRI	TYPE OF LEAVE	TOTAL HOURS
FIRST WEEK			1	2	3		
SECOND WEEK	6	7	8	9	10		
THIRD WEEK	13	14	15	16	17		
FOURTH WEEK	20	21	22	23	24		
FIFTH WEEK	27	28	29	30	31		

Total Hours This Month Including Temporary Duty

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Certified Correct _____
 Employee

 Principal or Department Head

EMPLOYEE'S TIME SHEET

Month of August 2009

Personnel Data

1. Full Name _____
2. Home Address _____
3. Date of Birth _____
4. Employee ID Number _____
5. Occupation _____
6. Work Week Begins at _____ (a.m. ; p.m.) on _____
 Day of Week

Number of Hours Worked Each Day

	MON	TUE	WED	THURS	FRI	TYPE OF LEAVE	TOTAL HOURS
FIRST WEEK	3	4	5	6	7		
SECOND WEEK	10	11	12	13	14		
THIRD WEEK	17	18	19	20	21		
FOURTH WEEK	24	25	26	27	28		
FIFTH WEEK	31						

Total Hours This Month Including Temporary Duty

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Certified Correct _____
 Employee

 Principal or Department Head

EMPLOYEE'S TIME SHEET

Month of September 2009

Personnel Data

1. Full Name _____
2. Home Address _____
3. Date of Birth _____
4. Employee ID Number _____
5. Occupation _____
6. Work Week Begins at _____ (a.m. ; p.m.) on _____
 Day of Week

Number of Hours Worked Each Day

	MON	TUE	WED	THURS	FRI	TYPE OF LEAVE	TOTAL HOURS
FIRST WEEK		1	2	3	4		
SECOND WEEK	7	8	9	10	11		
THIRD WEEK	14	15	16	17	18		
FOURTH WEEK	21	22	23	24	25		
FIFTH WEEK	28	29	30				

Total Hours This Month Including Temporary Duty

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Certified Correct _____
 Employee

 Principal or Department Head

EMPLOYEE'S TIME SHEET

Month of October 2009

Personnel Data

1. Full Name _____
2. Home Address _____
3. Date of Birth _____
4. Employee ID Number _____
5. Occupation _____
6. Work Week Begins at _____ (a.m. ; p.m.) on _____
 Day of Week

Number of Hours Worked Each Day

	MON	TUE	WED	THURS	FRI	TYPE OF LEAVE	TOTAL HOURS
FIRST WEEK				1	2		
SECOND WEEK	5	6	7	8	9		
THIRD WEEK	12	13	14	15	16		
FOURTH WEEK	19	20	21	22	23		
FIFTH WEEK	26	27	28	29	30		

Total Hours This Month Including Temporary Duty

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Certified Correct _____
 Employee

 Principal or Department Head

EMPLOYEE'S TIME SHEET

Month of November 2009

Personnel Data

1. Full Name _____
2. Home Address _____
3. Date of Birth _____
4. Employee ID Number _____
5. Occupation _____
6. Work Week Begins at _____ (a.m. ; p.m.) on _____
 Day of Week

Number of Hours Worked Each Day

	MON	TUE	WED	THURS	FRI	TYPE OF LEAVE	TOTAL HOURS
FIRST WEEK	2	3	4	5	6		
SECOND WEEK	9	10	11	12	13		
THIRD WEEK	16	17	18	19	20		
FOURTH WEEK	23	24	25	26	27		
FIFTH WEEK	30						

Total Hours This Month Including Temporary Duty

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Certified Correct _____
 Employee

 Principal or Department Head

EMPLOYEE'S TIME SHEET

Month of December 2009

Personnel Data

1. Full Name _____
2. Home Address _____
3. Date of Birth _____
4. Employee ID Number _____
5. Occupation _____
6. Work Week Begins at _____ (a.m. ; p.m.) on _____
 Day of Week

Number of Hours Worked Each Day

	MON	TUE	WED	THURS	FRI	TYPE OF LEAVE	TOTAL HOURS
FIRST WEEK		1	2	3	4		
SECOND WEEK	7	8	9	10	11		
THIRD WEEK	14	15	16	17	18		
FOURTH WEEK	21	22	23	24	25		
FIFTH WEEK	28	29	30	31			

Total Hours This Month Including Temporary Duty

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Certified Correct _____
 Employee

 Principal or Department Head

EMPLOYEE'S TIME SHEET

Month of January 2009

Personnel Data

1. Full Name _____
2. Home Address _____
3. Date of Birth _____
4. Employee ID Number _____
5. Occupation _____
6. Work Week Begins at _____ (a.m. ; p.m.) on _____
 Day of Week

Number of Hours Worked Each Day

	MON	TUE	WED	THURS	FRI	TYPE OF LEAVE	TOTAL HOURS
FIRST WEEK					1		
SECOND WEEK	4	5	9	7	8		
THIRD WEEK	11	12	13	14	15		
FOURTH WEEK	18	19	20	21	22		
FIFTH WEEK	25	26	27	28	29		

Total Hours This Month Including Temporary Duty

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Certified Correct _____
 Employee

 Principal or Department Head

EMPLOYEE'S TIME SHEET

Month of February 2009

Personnel Data

1. Full Name _____
2. Home Address _____
3. Date of Birth _____
4. Employee ID Number _____
5. Occupation _____
6. Work Week Begins at _____ (a.m. ; p.m.) on _____
 Day of Week

Number of Hours Worked Each Day

	MON	TUE	WED	THURS	FRI	TYPE OF LEAVE	TOTAL HOURS
FIRST WEEK	1	2	3	4	5		
SECOND WEEK	8	9	10	11	12		
THIRD WEEK	15	16	17	18	19		
FOURTH WEEK	22	23	24	25	26		
FIFTH WEEK							

Total Hours This Month Including Temporary Duty

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Certified Correct _____
 Employee

 Principal or Department Head

EMPLOYEE'S TIME SHEET

Month of March 2009

Personnel Data

1. Full Name _____
2. Home Address _____
3. Date of Birth _____
4. Employee ID Number _____
5. Occupation _____
6. Work Week Begins at _____ (a.m. ; p.m.) on _____
 Day of Week

Number of Hours Worked Each Day

	MON	TUE	WED	THURS	FRI	TYPE OF LEAVE	TOTAL HOURS
FIRST WEEK	1	2	3	4	5		
SECOND WEEK	8	9	10	11	12		
THIRD WEEK	15	16	17	18	19		
FOURTH WEEK	22	23	24	25	26		
FIFTH WEEK	29	30	31				

Total Hours This Month Including Temporary Duty

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Certified Correct _____
 Employee

 Principal or Department Head

EMPLOYEE'S TIME SHEET

Month of April 2009

Personnel Data

1. Full Name _____
2. Home Address _____
3. Date of Birth _____
4. Employee ID Number _____
5. Occupation _____
6. Work Week Begins at _____ (a.m. ; p.m.) on _____
 Day of Week

Number of Hours Worked Each Day

	MON	TUE	WED	THURS	FRI	TYPE OF LEAVE	TOTAL HOURS
FIRST WEEK				1	2		
SECOND WEEK	5	6	7	8	9		
THIRD WEEK	12	13	14	15	16		
FOURTH WEEK	19	20	21	22	23		
FIFTH WEEK	26	27	28	29	30		

Total Hours This Month Including Temporary Duty

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Certified Correct _____
 Employee

 Principal or Department Head

EMPLOYEE'S TIME SHEET

Month of June 2009

Personnel Data

1. Full Name _____
2. Home Address _____
3. Date of Birth _____
4. Employee ID Number _____
5. Occupation _____
6. Work Week Begins at _____ (a.m. ; p.m.) on _____
 Day of Week

Number of Hours Worked Each Day

	MON	TUE	WED	THURS	FRI	TYPE OF LEAVE	TOTAL HOURS
FIRST WEEK		1	2	3	4		
SECOND WEEK	7	8	9	10	11		
THIRD WEEK	14	15	16	17	18		
FOURTH WEEK	21	22	23	24	25		
FIFTH WEEK	28	29	30				

Total Hours This Month Including Temporary Duty

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Certified Correct _____
 Employee

 Principal or Department Head