

Weekly Timesheet

Week Starting: _____

Employee Name: _____

Manager Name: _____

Date	Notes	Start Time	End Time	Break Hrs	Reg Hrs	OT Hrs	DT Hrs	Total Hrs

Total hours

Rate p/hr (\$)

Total pay (\$)

Employee Signature: _____

Manager Signature: _____

Date: _____

Date: _____