

**HADLEY-LUZERNE CENTRAL SCHOOL DISTRICT**

**EMPLOYEE TIMESHEET**

**Name:** \_\_\_\_\_ **Building:** \_\_\_\_\_

**Position:** \_\_\_\_\_ **Payroll Date:** \_\_\_\_\_

Day	Date	Time In	Time Out	Time In	Time Out	Time Worked	Comments
Mon						0:00	
Tue						0:00	
Wed						0:00	
Thu						0:00	
Fri						0:00	
Sat						0:00	
Sun						0:00	
Mon						0:00	
Tue						0:00	
Wed						0:00	
Thu						0:00	
Fri						0:00	
Sat						0:00	
Sun						0:00	

**Code:** \_\_\_\_\_ **hrs.** \_\_\_\_\_

**Code:** \_\_\_\_\_ **hrs.** \_\_\_\_\_

**Employee's Signature** \_\_\_\_\_ **Supervisor's Signature** \_\_\_\_\_

\_\_\_\_\_  
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