

NAME:

MONTH ENDED: 1/31/2019

POSITION & LOCATION:

SCHEDULED HOURS:

		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	DATE	ABSENCES TIME	REASON			
DATES				1/1	1/2	1/3	1/4	1/5	NOTES					
1/1 THRU 1/5	In													
	Out													
	Subtotal													
	In													
	Out													
	Subtotal													
	In											WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER	
	Out													
	Subtotal													
TOTAL														
DATES				1/6	1/7	1/8	1/9	1/10	1/11	1/12	NOTES			
1/6 THRU 1/12	In													
	Out													
	Subtotal													
	In													
	Out													
	Subtotal													
	In											WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER	
	Out													
	Subtotal													
TOTAL														
DATES				1/13	1/14	1/15	1/16	1/17	1/18	1/19	NOTES			
1/13 THRU 1/19	In													
	Out													
	Subtotal													
	In													
	Out													
	Subtotal													
	In											WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER	
	Out													
	Subtotal													
TOTAL														
DATES				1/20	1/21	1/22	1/23	1/24	1/25	1/26	NOTES			
1/20 THRU 1/26	In													
	Out													
	Subtotal													
	In													
	Out													
	Subtotal													
	In											WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER	
	Out													
	Subtotal													
TOTAL														
DATES				1/27	1/28	1/29	1/30	1/31	NOTES					
1/27 THRU 1/31	In													
	Out													
	Subtotal													
	In													
	Out													
	Subtotal													
	In											WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER	
	Out													
	Subtotal													
TOTAL														

SIGNED _____

MONTHLY

APPROVED _____

TOTALS:

TOTAL	REG	OVER

NAME:

MONTH ENDED: 2/28/2019

POSITION & LOCATION:

SCHEDULED HOURS:

		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	DATE	ABSENCES TIME	REASON						
DATES		2/1		2/2		NOTES											
2/1 THRU 2/2	In																
	Out																
	Subtotal																
	In																
	Out																
	Subtotal																
	In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER							
	Out																
	Subtotal																
	TOTAL																
DATES		2/3		2/4		2/5		2/6		2/7		2/8		2/9		NOTES	
2/3 THRU 2/9	In																
	Out																
	Subtotal																
	In																
	Out																
	Subtotal																
	In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER							
	Out																
	Subtotal																
	TOTAL																
DATES		2/10		2/11		2/12		2/13		2/14		2/15		2/16		NOTES	
2/10 THRU 2/16	In																
	Out																
	Subtotal																
	In																
	Out																
	Subtotal																
	In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER							
	Out																
	Subtotal																
	TOTAL																
DATES		2/17		2/18		2/19		2/20		2/21		2/22		2/23		NOTES	
2/17 THRU 2/23	In																
	Out																
	Subtotal																
	In																
	Out																
	Subtotal																
	In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER							
	Out																
	Subtotal																
	TOTAL																
DATES		2/24		2/25		2/26		2/27		2/28		NOTES					
2/24 THRU 2/28	In																
	Out																
	Subtotal																
	In																
	Out																
	Subtotal																
	In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER							
	Out																
	Subtotal																
	TOTAL																

SIGNED _____

MONTHLY

APPROVED _____

TOTALS:

TOTAL	REG	OVER

NAME:

MONTH ENDED: 3/31/2019

POSITION & LOCATION:

SCHEDULED HOURS:

		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	DATE	ABSENCES TIME	REASON						
DATES		3/1		3/2		NOTES											
3/1 THRU 3/2	In																
	Out																
	Subtotal																
	In																
	Out																
	Subtotal																
In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER								
Out																	
Subtotal																	
TOTAL																	
DATES		3/3		3/4		3/5		3/6		3/7		3/8		3/9		NOTES	
3/3 THRU 3/9	In																
	Out																
	Subtotal																
	In																
	Out																
	Subtotal																
In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER								
Out																	
Subtotal																	
TOTAL																	
DATES		3/10		3/11		3/12		3/13		3/14		3/15		3/16		NOTES	
3/10 THRU 3/16	In																
	Out																
	Subtotal																
	In																
	Out																
	Subtotal																
In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER								
Out																	
Subtotal																	
TOTAL																	
DATES		3/17		3/18		3/19		3/20		3/21		3/22		3/23		NOTES	
3/17 THRU 3/23	In																
	Out																
	Subtotal																
	In																
	Out																
	Subtotal																
In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER								
Out																	
Subtotal																	
TOTAL																	
DATES		3/24		3/25		3/26		3/27		3/28		3/29		3/30		NOTES	
3/24 THRU 3/30	In																
	Out																
	Subtotal																
	In																
	Out																
	Subtotal																
In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER								
Out																	
Subtotal																	
TOTAL																	

SIGNED _____

MONTHLY

APPROVED _____

TOTALS:

TOTAL	REG	OVER

NAME:

MONTH ENDED: 4/30/2019

POSITION & LOCATION:

SCHEDULED HOURS:

		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	DATE	ABSENCES TIME	REASON
DATES		4/1	4/2	4/3	4/4	4/5	4/6	NOTES			
4/1 THRU 4/6	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
	In							WEEKLY	BREAKDOWN OF TOTAL HOURS		
	Out							TOTAL			
	Subtotal							HOURS			
	TOTAL										
DATES		4/7	4/8	4/9	4/10	4/11	4/12	4/13	NOTES		
4/7 THRU 4/13	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
	In							WEEKLY	BREAKDOWN OF TOTAL HOURS		
	Out							TOTAL			
	Subtotal							HOURS			
	TOTAL										
DATES		4/14	4/15	4/16	4/17	4/18	4/19	4/20	NOTES		
4/14 THRU 4/20	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
	In							WEEKLY	BREAKDOWN OF TOTAL HOURS		
	Out							TOTAL			
	Subtotal							HOURS			
	TOTAL										
DATES		4/21	4/22	4/23	4/24	4/25	4/26	4/27	NOTES		
4/21 THRU 4/27	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
	In							WEEKLY	BREAKDOWN OF TOTAL HOURS		
	Out							TOTAL			
	Subtotal							HOURS			
	TOTAL										
DATES		4/28	4/29	4/30	NOTES						
4/28 THRU 4/30	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
	In				WEEKLY	BREAKDOWN OF TOTAL HOURS					
	Out				TOTAL						
	Subtotal				HOURS				REGULAR	OVER	
	TOTAL										

SIGNED _____

MONTHLY

APPROVED _____

TOTALS:

TOTAL	REG	OVER

NAME:

MONTH ENDED: 5/31/2019

POSITION & LOCATION:

SCHEDULED HOURS:

		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	DATE	ABSENCES TIME	REASON
DATES				5/1	5/2	5/3	5/4	NOTES			
5/1 THRU 5/4	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
In								WEEKLY	BREAKDOWN OF TOTAL HOURS		
Out							TOTAL				
Subtotal							HOURS				
TOTAL									REGULAR	OVER	
DATES		5/5	5/6	5/7	5/8	5/9	5/10	5/11	NOTES		
5/5 THRU 5/11	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
In								WEEKLY	BREAKDOWN OF TOTAL HOURS		
Out							TOTAL				
Subtotal							HOURS				
TOTAL									REGULAR	OVER	
DATES		5/12	5/13	5/14	5/15	5/16	5/17	5/18	NOTES		
5/12 THRU 5/18	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
In								WEEKLY	BREAKDOWN OF TOTAL HOURS		
Out							TOTAL				
Subtotal							HOURS				
TOTAL									REGULAR	OVER	
DATES		5/19	5/20	5/21	5/22	5/23	5/24	5/25	NOTES		
5/19 THRU 5/25	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
In								WEEKLY	BREAKDOWN OF TOTAL HOURS		
Out							TOTAL				
Subtotal							HOURS				
TOTAL									REGULAR	OVER	
DATES		5/26	5/27	5/28	5/29	5/30	5/31	NOTES			
5/26 THRU 5/31	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
In								WEEKLY	BREAKDOWN OF TOTAL HOURS		
Out							TOTAL				
Subtotal							HOURS				
TOTAL									REGULAR	OVER	

SIGNED _____

MONTHLY

APPROVED _____

TOTALS:

TOTAL	REG	OVER

NAME:

MONTH ENDED: 6/30/2019

POSITION & LOCATION:

SCHEDULED HOURS:

		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	DATE	ABSENCES TIME	REASON
DATES		6/1							NOTES		
6/1	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
	In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER	
	Out										
	Subtotal										
	TOTAL										
DATES		6/2	6/3	6/4	6/5	6/6	6/7	6/8	NOTES		
6/2 THRU 6/8	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
	In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER	
	Out										
	Subtotal										
	TOTAL										
DATES		6/9	6/10	6/11	6/12	6/13	6/14	6/15	NOTES		
6/9 THRU 6/15	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
	In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER	
	Out										
	Subtotal										
	TOTAL										
DATES		6/16	6/17	6/18	6/19	6/20	6/21	6/22	NOTES		
6/16 THRU 6/22	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
	In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER	
	Out										
	Subtotal										
	TOTAL										
DATES		6/23	6/24	6/25	6/26	6/27	6/28	6/29	NOTES		
6/23 THRU 6/29	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
	In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER	
	Out										
	Subtotal										
	TOTAL										

SIGNED _____

MONTHLY

APPROVED _____

TOTALS:

TOTAL	REG	OVER

NAME:

MONTH ENDED: 7/31/2019

POSITION & LOCATION:

SCHEDULED HOURS:

		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	DATE	ABSENCES TIME	REASON
DATES		7/1	7/2	7/3	7/4	7/5	7/6	NOTES			
7/1 THRU 7/6	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER		
Out											
Subtotal											
TOTAL											
DATES		7/7	7/8	7/9	7/10	7/11	7/12	7/13	NOTES		
7/7 THRU 7/13	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER		
Out											
Subtotal											
TOTAL											
DATES		7/14	7/15	7/16	7/17	7/18	7/19	7/20	NOTES		
7/14 THRU 7/20	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER		
Out											
Subtotal											
TOTAL											
DATES		7/21	7/22	7/23	7/24	7/25	7/26	7/27	NOTES		
7/21 THRU 7/27	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER		
Out											
Subtotal											
TOTAL											
DATES		7/28	7/29	7/30	7/31	NOTES					
7/28 THRU 7/31	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER		
Out											
Subtotal											
TOTAL											

SIGNED _____

MONTHLY

APPROVED _____

TOTALS:

TOTAL	REG	OVER

NAME:

MONTH ENDED: 8/31/2019

POSITION & LOCATION:

SCHEDULED HOURS:

		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	DATE	ABSENCES TIME	REASON						
DATES		8/1		8/2		8/3		NOTES									
8/1 THRU 8/3	In																
	Out																
	Subtotal																
	In																
	Out																
	Subtotal																
In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER								
Out																	
Subtotal																	
TOTAL																	
DATES		8/4		8/5		8/6		8/7		8/8		8/9		8/10		NOTES	
8/4 THRU 8/10	In																
	Out																
	Subtotal																
	In																
	Out																
	Subtotal																
In									WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER							
Out																	
Subtotal																	
TOTAL																	
DATES		8/11		8/12		8/13		8/14		8/15		8/16		8/17		NOTES	
8/11 THRU 8/17	In																
	Out																
	Subtotal																
	In																
	Out																
	Subtotal																
In									WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER							
Out																	
Subtotal																	
TOTAL																	
DATES		8/18		8/19		8/20		8/21		8/22		8/23		8/24		NOTES	
8/18 THRU 8/24	In																
	Out																
	Subtotal																
	In																
	Out																
	Subtotal																
In									WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER							
Out																	
Subtotal																	
TOTAL																	
DATES		8/25		8/26		8/27		8/28		8/29		8/30		8/31		NOTES	
8/25 THRU 8/31	In																
	Out																
	Subtotal																
	In																
	Out																
	Subtotal																
In									WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER							
Out																	
Subtotal																	
TOTAL																	

SIGNED _____

MONTHLY

APPROVED _____

TOTALS:

TOTAL	REG	OVER

NAME:

MONTH ENDED: 9/30/2019

POSITION & LOCATION:

SCHEDULED HOURS:

		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	DATE	ABSENCES TIME	REASON
DATES		9/1	9/2	9/3	9/4	9/5	9/6	9/7	NOTES		
9/1 THRU 9/7	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS		
Out									REGULAR	OVER	
Subtotal											
TOTAL											
DATES		9/8	9/9	9/10	9/11	9/12	9/13	9/14	NOTES		
9/8 THRU 9/14	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS		
Out									REGULAR	OVER	
Subtotal											
TOTAL											
DATES		9/15	9/16	9/17	9/18	9/19	9/20	9/21	NOTES		
9/15 THRU 9/21	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS		
Out									REGULAR	OVER	
Subtotal											
TOTAL											
DATES		9/22	9/23	9/24	9/25	9/26	9/27	9/28	NOTES		
9/22 THRU 9/28	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS		
Out									REGULAR	OVER	
Subtotal											
TOTAL											
DATES		9/29	9/30						NOTES		
9/29 THRU 9/30	In										
	Out										
	Subtotal										
	In										
	Out										
	Subtotal										
In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS		
Out									REGULAR	OVER	
Subtotal											
TOTAL											

SIGNED _____

MONTHLY

TOTAL	REG	OVER

APPROVED _____

TOTALS:

NAME:

MONTH ENDED: 10/31/2019

POSITION & LOCATION:

SCHEDULED HOURS:

		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	DATE	ABSENCES TIME	REASON					
DATES		10/1		10/2		10/3		10/4		10/5		NOTES				
10/1 THRU 10/5	In															
	Out															
	Subtotal															
	In															
	Out															
	Subtotal															
In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER							
Out																
Subtotal																
TOTAL																
DATES		10/6		10/7		10/8		10/9		10/10		10/11		10/12		NOTES
10/6 THRU 10/12	In															
	Out															
	Subtotal															
	In															
	Out															
	Subtotal															
In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER							
Out																
Subtotal																
TOTAL																
DATES		10/13		10/14		10/15		10/16		10/17		10/18		10/19		NOTES
10/13 THRU 10/19	In															
	Out															
	Subtotal															
	In															
	Out															
	Subtotal															
In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER							
Out																
Subtotal																
TOTAL																
DATES		10/20		10/21		10/22		10/23		10/24		10/25		10/26		NOTES
10/20 THRU 10/26	In															
	Out															
	Subtotal															
	In															
	Out															
	Subtotal															
In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER							
Out																
Subtotal																
TOTAL																
DATES		10/27		10/28		10/29		10/30		10/31		NOTES				
10/27 THRU 10/31	In															
	Out															
	Subtotal															
	In															
	Out															
	Subtotal															
In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER							
Out																
Subtotal																
TOTAL																

SIGNED _____

MONTHLY

APPROVED _____

TOTALS:

TOTAL	REG	OVER

NAME:

MONTH ENDED: 11/30/2019

POSITION & LOCATION:

SCHEDULED HOURS:

		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	DATE	ABSENCES TIME	REASON	
DATES		11/1 11/2						NOTES				
11/1 THRU 11/2	In											
	Out											
	Subtotal											
11/1 THRU 11/2	In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER		
	Out											
	Subtotal											
TOTAL												
DATES		11/3 11/4 11/5 11/6 11/7 11/8 11/9						NOTES				
11/3 THRU 11/9	In											
	Out											
	Subtotal											
11/3 THRU 11/9	In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER		
	Out											
	Subtotal											
TOTAL												
DATES		11/10 11/11 11/12 11/13 11/14 11/15 11/16						NOTES				
11/10 THRU 11/16	In											
	Out											
	Subtotal											
11/10 THRU 11/16	In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER		
	Out											
	Subtotal											
TOTAL												
DATES		11/17 11/18 11/19 11/20 11/21 11/22 11/23						NOTES				
11/17 THRU 11/23	In											
	Out											
	Subtotal											
11/17 THRU 11/23	In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER		
	Out											
	Subtotal											
TOTAL												
DATES		11/24 11/25 11/26 11/27 11/28 11/29 11/30						NOTES				
11/24 THRU 11/30	In											
	Out											
	Subtotal											
11/24 THRU 11/30	In								WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER		
	Out											
	Subtotal											
TOTAL												

SIGNED _____

MONTHLY

APPROVED _____

TOTALS:

TOTAL	REG	OVER

NAME:

MONTH ENDED: 12/31/2019

POSITION & LOCATION:

SCHEDULED HOURS:

		Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	DATE	ABSENCES TIME	REASON			
DATES		12/1	12/2	12/3	12/4	12/5	12/6	12/7	NOTES					
12/1 THRU 12/7	In													
	Out													
	Subtotal													
	In													
	Out													
	Subtotal													
	In											WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER	
	Out													
	Subtotal													
TOTAL														
DATES		12/8	12/9	12/10	12/11	12/12	12/13	12/14	NOTES					
12/8 THRU 12/14	In													
	Out													
	Subtotal													
	In													
	Out													
	Subtotal													
	In											WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER	
	Out													
	Subtotal													
TOTAL														
DATES		12/15	12/16	12/17	12/18	12/19	12/20	12/21	NOTES					
12/15 THRU 12/21	In													
	Out													
	Subtotal													
	In													
	Out													
	Subtotal													
	In											WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER	
	Out													
	Subtotal													
TOTAL														
DATES		12/22	12/23	12/24	12/25	12/26	12/27	12/28	NOTES					
12/22 THRU 12/28	In													
	Out													
	Subtotal													
	In													
	Out													
	Subtotal													
	In											WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER	
	Out													
	Subtotal													
TOTAL														
DATES		12/29	12/30	12/31					NOTES					
12/29 THRU 12/31	In													
	Out													
	Subtotal													
	In													
	Out													
	Subtotal													
	In											WEEKLY TOTAL HOURS	BREAKDOWN OF TOTAL HOURS REGULAR OVER	
	Out													
	Subtotal													
TOTAL														

SIGNED _____

MONTHLY

APPROVED _____

TOTALS:

TOTAL	REG	OVER