

Employee \_\_\_\_\_

Manager: \_\_\_\_\_

[Street Address] \_\_\_\_\_

Employee phone: \_\_\_\_\_

[Address 2] \_\_\_\_\_

Employee e-mail: \_\_\_\_\_

[City, ST ZIP Code] \_\_\_\_\_

Week ending: 12/19/2010

Day	Date	Regular Hours	Overtime	Sick	Vacation	Total
Monday	12/13/2010					
Tuesday	12/14/2010					
Wednesday	12/15/2010					
Thursday	12/16/2010					
Friday	12/17/2010					
Saturday	12/18/2010					
Sunday	12/19/2010					
<b>Total hours</b>						
<b>Rate per hour</b>						