



# WEEKLY TIME SHEET



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

**WEEK OF:**

<i>M</i>	<i>D</i>	<i>Y</i>
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**TO:**

<i>M</i>	<i>D</i>	<i>Y</i>
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	TIME IN	TIME OUT	TIME IN	TIME OUT	TOTAL HOURS
<b>MONDAY</b>					
<b>TUESDAY</b>					
<b>WEDNESDAY</b>					
<b>THURSDAY</b>					
<b>FRIDAY</b>					
<b>SATURDAY</b>					
<b>SUNDAY</b>					

**Weekly Total:**

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**Employee Signature:** \_\_\_\_\_

**Date:**

<i>M</i>	<i>D</i>	<i>Y</i>
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After downloading this form, fill it out from your phone and then send it to the group: **WEEKLY HOURS** on WhatsApp.

Después de descargar este formulario, complételo desde su teléfono y luego envíelo al grupo: **HORARIO SEMANAL (WEEKLY HOURS)** en WhatsApp.