

# BIWEEKLY TIME SHEET

COMPANY NAME:

EMPLOYEE ID:

COMPANY ADDRESS:

WEEK OF:

EMPLOYEE NAME:

DAY	DATE	IN	LUNCH IN	LUNCH OUT	OUT	TOTAL HOURS
MONDAY						
TUESDAY						
WEDNESDAY						
THURSDAY						
FRIDAY						
SATURDAY						
SUNDAY						
TOTAL OVERTIME HOURS				TOTAL REGULAR HOURS		

DAY	DATE	IN	LUNCH IN	LUNCH OUT	OUT	TOTAL HOURS
MONDAY						
TUESDAY						
WEDNESDAY						
THURSDAY						
FRIDAY						
SATURDAY						
SUNDAY						
TOTAL OVERTIME HOURS				TOTAL REGULAR HOURS		

HOURLY WAGE		OVERTIME WAGE		TOTAL PAY
TOTAL HRS WORKED		OVERTIME WORKED		