

Employee Name:

Month:

Client:

Rate Per Hour:

Week Starting	Hours Worked	Total Pay
TOTAL		

Weekly Breakdown

Date	Day	Time In	Time Out		Time In	Time Out	Total Hours

Total Hours (1st Week)

Date	Day	Time In	Time Out		Time In	Time Out	Total Hours

Total Hours (2nd Week)

Date	Day	Time In	Time Out		Time In	Time Out	Total Hours

Total Hours (3rd Week)

Date	Day	Time In	Time Out		Time In	Time Out	Total Hours

Total Hours (4th Week)

Date	Day	Time In	Time Out		Time In	Time Out	Total Hours

Total Hours (5th
Week)

Employee Signature: _____

Manager Signature: _____

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Time Doctor Call Center

Employee Name: John Doe

Month: November 2020

Client: Jane Doe

Rate Per Hour: \$150.00

Week Starting	Hours Worked	Total Pay
10/26/2020	33:32	\$5,030.00
11/2/2020	34:30	\$5,175.00
11/9/2020	35:00	\$5,250.00
11/16/2020	40:00	\$6,000.00
11/23/2020	5:00	\$750.00
TOTAL	148:02	\$22,205.00

Weekly Breakdown

Date	Day	Time In	Time Out		Time In	Time Out	Total Hours
10/26/2020	Monday	8:00 AM	11:00 AM		1:00 PM	5:00 PM	7:00
10/27/2020	Tuesday	8:30 AM	10:45 AM		1:00 PM	5:00 PM	6:15
10/28/2020	Wednesday	8:00 AM	11:00 AM		1:23 PM	5:00 PM	6:37
10/29/2020	Thursday	8:00 AM	11:00 AM		1:10 PM	5:00 PM	6:50

10/30/2020	Friday	8:10 AM	11:00 AM		1:00 PM	5:00 PM	6:50
10/31/2020	Saturday						0:00
11/1/2020	Sunday						0:00

Total Hours (1st
Week) **33:32**

Date	Day	Time In	Time Out		Time In	Time Out	Total Hours
11/2/2020	Monday	8:00 AM	11:00 AM		1:00 PM	3:00 PM	5:00
11/3/2020	Tuesday	8:00 AM	11:00 AM		1:00 PM	5:00 PM	7:00
11/4/2020	Wednesday	8:00 AM	11:00 AM		1:00 PM	5:00 PM	7:00
11/5/2020	Thursday	8:00 AM	11:00 AM		1:00 PM	5:00 PM	7:00
11/6/2020	Friday	8:00 AM	11:00 AM		1:00 PM	5:00 PM	7:00
11/7/2020	Saturday	9:00 AM	10:30 AM				1:30
11/8/2020	Sunday						0:00

Total Hours (2nd
Week) **34:30**

Date	Day	Time In	Time Out		Time In	Time Out	Total Hours
11/9/2020	Monday	8:00 AM	11:00 AM		1:00 PM	5:00 PM	7:00
11/10/2020	Tuesday	8:00 AM	11:00 AM		1:00 PM	5:00 PM	7:00
11/11/2020	Wednesday	8:00 AM	11:00 AM		1:00 PM	5:00 PM	7:00
11/12/2020	Thursday	8:00 AM	11:00 AM		1:00 PM	5:00 PM	7:00

11/13/2020	Friday	8:00 AM	11:00 AM		1:00 PM	5:00 PM	7:00
11/14/2020	Saturday						0:00
11/15/2020	Sunday						0:00

Total Hours (3rd Week) **35:00**

Date	Day	Time In	Time Out		Time In	Time Out	Total Hours
11/16/2020	Monday	8:00 AM	11:00 AM		1:00 PM	6:00 PM	8:00
11/17/2020	Tuesday	8:00 AM	11:00 AM		1:00 PM	6:00 PM	8:00
11/18/2020	Wednesday	8:00 AM	11:00 AM		1:00 PM	6:00 PM	8:00
11/19/2020	Thursday	8:00 AM	11:00 AM		1:00 PM	6:00 PM	8:00
11/20/2020	Friday	8:00 AM	11:00 AM		1:00 PM	6:00 PM	8:00
11/21/2020	Saturday						0:00
11/22/2020	Sunday						0:00

Total Hours (4th Week) **40:00**

Date	Day	Time In	Time Out		Time In	Time Out	Total Hours
11/23/2020	Monday	8:00 AM	11:00 AM		1:00 PM	3:00 PM	5:00
11/24/2020	Tuesday						0:00
11/25/2020	Wednesday						0:00
11/26/2020	Thursday						0:00

11/27/2020	Friday					0:00
11/28/2020	Saturday					0:00
11/29/2020	Sunday					0:00
Total Hours (5th Week)						5:00

Employee Signature: _____

Manager Signature: _____

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