



# TIME SHEET

Employee LEGAL Name: \_\_\_\_\_

**AMOUNT TO PAY:** \$ \_\_\_\_\_

Last 4 SSN: \_\_\_\_\_

Class Type/Job Code: \_\_\_\_\_

Class/Job Title: \_\_\_\_\_

Dates: \_\_\_\_\_

Contract Hours: \_\_\_\_\_

Rate of Pay: \_\_\_\_\_

Date	Start Time	Lunch Break (If applicable)	End Time	Total Hrs.
Example: 10/1/2013	8:00 a.m.	12:00 – 1:00 p.m.	3:00 p.m.	6 hours EXAMPLE ONLY
<b>Total Hours Worked</b>				

Employee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

NWTC Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

