

GARAWAY LOCAL SCHOOLS TIME SHEET

NAME _____ BUILDING _____

DATE	TIME	JOB PERFORMED	REGULAR TIME	OVERTIME	SUBSTITUTE FOR
TOTAL HOURS WORKED					
@ RATE AMOUNT					
PAY TOTALS					

EMPLOYEE SIGNATURE _____ BUILDING PRINCIPAL SIGNATURE _____

DIRECT SUPERVISOR SIGNATURE
BUILDINGS & GROUNDS COORDINATOR/
CAFÉ MANAGER /ATHLETIC DIRECTOR / OTHER