

## WENATCHEE SCHOOL DISTRICT #246 M & O/CUSTODIAN TIME SHEET

MONTH \_\_\_\_\_ YEAR \_\_\_\_\_

Employee's Name *(Please Print)* \_\_\_\_\_

Position \_\_\_\_\_

Employee's Signature \_\_\_\_\_ Date \_\_\_\_\_

Supervisor's Signature \_\_\_\_\_ Date \_\_\_\_\_

	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16
Higher Rate Regular																
Higher Rate Overtime																
Regular Overtime																
Differential Pay																
Call Back																
Sub Hours																

	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Higher Rate Regular															
Higher Rate Overtime															
Regular Overtime															
Differential Pay															
Call Back															
Sub Hours															

**\*All corrections and cross outs must be initialed by both the Employee and the Administrator.**

FOR PAYROLL USE ONLY					
PAY CODE	ACCT #	RATE	HRS	WK DATE	TOTAL
<b>TIME SHEET TOTAL \$</b>					_____

**TIME SHEETS ARE DUE TO YOUR SUPERVISOR ON THE LAST WORKING DAY OF THE MONTH**

