|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  |  |  |  |  |  |
|  | BIWEEKLY TIMESHEET | | | | | | | |  |
|  |  |  |  |  |  |  |  |  |  |
|  | EMPLOYEE NAME: | | JOHN DOE | | | | | |  |
|  | SUPERVISOR: | | TITUS JONES | | | | | |  |
|  | JOB DESCRIPTION: | | EMAIL CAMPAIGN | | | | | |  |
|  |  |  |  |  |  |  |  |  |  |
|  | WEEK #11 | March 13, 2023 - March 19,2023 | | |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  | **DAY** | **START** | **BREAK START** | **BREAK END** | **END** | **VACATION SICK LEAVE** | **REGULAR HOURS** | **OVERTIME HOURS** |  |
|  | **MON** | 08:00 | 09:30 | 10:00 | 17:30 |  | 08:00 | 01:00 |  |
|  | **TUE** | 08:00 | 10:00 | 10:50 | 16:30 |  | 07:40 | 00:00 |  |
|  | **WED** |  |  |  |  | SICK LEAVE | 00:00 | 00:00 |  |
|  | **THU** | 07:50 | 09:30 | 10:00 | 16:45 |  | 08:00 | 00:25 |  |
|  | **FRI** | 07:30 | 09:30 | 10:15 | 16:45 |  | 08:00 | 00:30 |  |
|  | **SAT** |  |  |  |  |  | 00:00 | 00:00 |  |
|  | **SUN** |  |  |  |  |  | 00:00 | 00:00 |  |
|  |  |  |  |  |  |  |  |  |  |
|  | WEEK #12 | March 20, 2023 - March 26,2023 | | |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |
|  | **DAY** | **START** | **BREAK START** | **BREAK END** | **END** | **VACATION SICK LEAVE** | **REGULAR HOURS** | **OVERTIME HOURS** |  |
|  | **MON** | 07:00 | 09:30 | 09:50 | 15:50 |  | 08:00 | 00:30 |  |
|  | **TUE** | 07:40 | 09:00 | 10:00 | 16:30 |  | 07:50 | 00:00 |  |
|  | **WED** | 08:00 | 08:45 | 09:25 | 16:40 |  | 08:00 | 00:00 |  |
|  | **THU** | 07:50 | 09:30 | 10:00 | 16:55 |  | 08:00 | 00:35 |  |
|  | **FRI** |  |  |  |  | VACATION | 00:00 | 00:00 |  |
|  | **SAT** |  |  |  |  |  | 00:00 | 00:00 |  |
|  | **SUN** |  |  |  |  |  | 00:00 | 00:00 |  |
|  |  |  |  |  |  |  |  |  |  |
|  | **BIWEEKLY TOTALS** | | | | | | 63:30 | 03:00 |  |
|  | **HOURLY RATES** | | | | | | $20.00 | $25.00 |  |
|  | **TOTAL TO PAY** | | | | | | $1,345.00 | |  |
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