EMPLOYEE NAME_____ PAYROLL PERIOD ENDING_____ 20____

DATE	TIME **IN**	TIME **OUT**	**TOTAL HOURS**	CALL-IN TIME	OVERTIME (OT)	HOLIDAY	VACATION	SNOWPLOW	GRADE	BRUSH/MOW	SHOULDER	PATCH	TREE REMOVAL	SIGNAGE	LITTER PICK-UP	MAINT. PICKUP	MAINT. #21	MAINT. #22	MAINT. GRADER	MAINT. TRACTOR	MAINT. JCB	MAINT. EQUIP	MAINT. GARAGE	MAINT. HALL	TRANSFER STATION	**OTHER-1**	**OTHER-2**	**OTHER-3**	**OTHER-4**	**OTHER-5**

OFFICE USE:

		Overtime
GENERAL HWY	_____	_____
GRADING	_____	_____
SNOWPLOW	_____	_____
TS SNOWPLOW	_____	_____
RECYCLING	_____	_____
HALL	_____	_____
TOTAL	_____	_____
VACATION	_____	_____
HOLIDAY	_____	_____

DESCRIBE "**OTHER**"

1 _____

2 _____

3 _____

4 _____

5 _____

EMPLOYEE SIGNATURE_____ DATE: _____

SUPERVISOR SIGNATURE_____ DATE: _____