TIME CARD

Write times like 8:05a and 4:30p. One box per punch.

EMPLOYEE NAME _____ WEEK STARTING _____ RATE $/H _____

DAY	IN	OUT	IN	OUT	HOURS
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Sunday					
				TOTAL HOURS	

EMPLOYEE SIGNATURE _____ APPROVED BY _____

Free from time-card-calculator.app. Add up this card online, or photograph a stack of them to run payroll.