

# NORTH KINGSTOWN SCHOOL DEPARTMENT TIMESHEET

EMPLOYEE NAME \_\_\_\_\_

PAY PERIOD BEG. \_\_\_\_\_

EMPLOYEE NUMBER \_\_\_\_\_

PAY PERIOD END. \_\_\_\_\_

SCHOOL OR DEPT. \_\_\_\_\_

PAY DATE \_\_\_\_\_

HOURLY RATE: \_\_\_\_\_

WORK PERFORMED \_\_\_\_\_

ACCOUNT NUMBER \_\_\_\_\_

DAY	DATE	IN	OUT	IN	OUT	IN	OUT	REG. HRS	EXTRA HRS	TOTAL HRS
SAT.										
SUN.										
MON.										
TUES.										
WED.										
THURS.										
FRI.										
WEEK'S TOTAL										
SAT.										
SUN.										
MON.										
TUES.										
WED.										
THURS.										
FRI.										
WEEK'S TOTAL										
GRAND TOTAL HRS.										

THE HOURS INDICATED ABOVE, ARE TO THE BEST OF MY KNOWLEDGE, CORRECT.

\_\_\_\_\_  
DATE

\_\_\_\_\_  
EMPLOYEE'S SIGNATURE

\_\_\_\_\_  
PRINCIPAL/SUPERVISOR