



Employee Timesheets

005361

Requested By	Date
Wilma Carpenter	2023-12-07

Pay Period	Start Date	End Date
2023-12-02 / 2023-12-15	2023-12-02	2023-12-15

Hours	Sat	Sun	Mon	Tues	Wed	Thurs	Fri	Subtotal
Week 1	2023-12-02	2023-12-03	2023-12-04	2023-12-05	2023-12-06	2023-12-07	2023-12-08	0.00
Week 2	2023-12-09	2023-12-10	2023-12-11	2023-12-12	2023-12-13	2023-12-14	2023-12-15	0.00
Total								0.00

Deducted	
2023-12-11 - 2023-12-15 / Bereavement Taking bereavement leave as my older brother passed away and to attend to funeral being held in the coming week. To be there for my nieces as they grieve the lose of their dad.	35.00
2023-12-04 - 2023-12-06 / Sick Using sick days	21.00
2023-12-07 - 2023-12-07 / Lieu Time using overtime hours	3.00
2023-12-07 - 2023-12-08 / Vacation using vac days	11.00
Total	70.00

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Notes

Dec 4 - 6 used sick leave (21 hours)
 Dec 7 used overtime (3 hours)
 Dec 7 used Vac Day (4 hours)
 Dec 8 used Vac day (7 hours)
 Dec 11- 15 used Bereavement Leave (5 days)

Authorized Signature
 Kenneth Sackaney