



## Employee Timesheets

005916

| Requested By | Date       |
|--------------|------------|
| Megan Wood   | 2024-02-22 |

| Pay Period              | Start Date | End Date   |
|-------------------------|------------|------------|
| 2024-02-10 / 2024-02-23 | 2024-02-10 | 2024-02-23 |

| Hours        |            |            |            |            |            |            |            |          |
|--------------|------------|------------|------------|------------|------------|------------|------------|----------|
| Description  | Sat        | Sun        | Mon        | Tues       | Wed        | Thurs      | Fri        | Subtotal |
| Week 1       | 2024-02-10 | 2024-02-11 | 2024-02-12 | 2024-02-13 | 2024-02-14 | 2024-02-15 | 2024-02-16 | 26.00    |
|              |            |            | 7.00       | 5.00       | 7.00       |            | 7.00       |          |
| Week 2       | 2024-02-17 | 2024-02-18 | 2024-02-19 | 2024-02-20 | 2024-02-21 | 2024-02-22 | 2024-02-23 | 19.00    |
|              |            |            | S 7.00     | 7.00       |            | 5.00       |            |          |
| <b>Total</b> |            |            |            |            |            |            |            | 45.00    |

| Deducted   |       |
|--|-------|
| 2024-02-15 - 2024-02-15 / Vacation<br>VAC day  | 7.00  |
| 2024-02-23 - 2024-02-23 / Vacation<br>VAC DAY  | 7.00  |
| 2024-02-13 - 2024-02-13 / Sick<br>I overdid yesterday (worked til 5) and don't feel well today. I will be at work at 11. | 2.00  |
| 2024-02-21 - 2024-02-21 / Sick<br>In too much pain to work today. I will hopefully sort this out and be back tomorrow.   | 7.00  |
| 2024-02-22 - 2024-02-22 / Sick<br>Medical follow up from yesterday's absence   | 2.00  |
| <b>Total</b>   | 25.00 |

|              |       |
|--------------|-------|
| <b>Total</b> | 70.00 |
|--------------|-------|

| Notes  |
|--|
| 12th worked 7 hours  |
| 13th worked from 11am to EOD   |
| 15th prescheduled vac day  |
| 21st sick - whole day off  |
| 22nd two sick hours for med apmt sick  |
| 23rd pre scheduled vac day   |
| I believe that this is correct. if I made a mistake (or if I should be using to 2 hours of credits to get 70 hours), please let me know. |

**Authorized Signature**

Renzo Caron