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| --- |
| **Employee Biweekly Timesheet** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| **[Company Name]**[7386 Prairie Rd. New Milford, CT 06776][+1-202-555-0194] |  |  |  | 2021 | Month: | 7 |
|  |  |  | July 2021 |
|  |  |  | Su | M | Tu | W | Th | F | Sa |
|  |  |  |  |  |  |   | 1 | 2 | 3 | 4 | 5 | 6 |
| Employee Name: | Mathew |  | 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| Employee No.: | 142 |  | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| Week of: | 22-04-19 |  | 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| Supervisor Name: | John |  | 28 | 29 | 30 | 31 |   |   |   |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Day of Week 1** | **Regular** | **Overtime** | **Sick** | **Vacation** | **Holiday** | **Unpaid Leave** | **Other** | **TotalHrs** |
| Monday | 8.00 | 0.00 |   |   |   |   |   | 8.00 |
| Tuesday |   |   |   |   | 1.00 |   |   | 1.00 |
| Wednesday | 8.00 | 0.30 |   |   |   |   |   | 8.30 |
| Thursday |   |   |   |   |   | 1.00 |   | 1.00 |
| Friday |   |   |   |   |   |   |   |   |
| **Total Hrs:** | 16.00 | 0.30 | 0.00 | 0.00 | 1.00 | 1.00 | 0.00 | **18.30** |
| **Rate/Hour:** | $20.00 | $40.00 | $20.00 | $20.00 | $20.00 | $0.00 | $0.00 |   |
| **Total Pay:** | **$320.00** | **$12.00** | **$0.00** | **$0.00** | **$20.00** | **$0.00** | **$0.00** | **$352.00** |
|  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Day of Week 1** | **Regular** | **Overtime** | **Sick** | **Vacation** | **Holiday** | **Unpaid Leave** | **Other** | **TotalHrs** |
| Monday | 8.00 | 0.00 |   |   |   |   |   | 8.00 |
| Tuesday | 8.00 | 0.00 |   |   |   |   |   | 8.00 |
| Wednesday | 8.00 | 0.15 |   |   |   |   |   | 8.15 |
| Thursday | 8.00 | 2.00 |   |   |   |   |   | 10.00 |
| Friday |   |   |   |   |   |   |   |   |
| **Total Hrs:** | 32.00 | 2.15 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | **34.15** |
| **Rate/Hour:** | $20.00 | $40.00 | $20.00 | $20.00 | $20.00 | $0.00 | $0.00 |   |
| **Total Pay:** | **$640.00** | **$86.00** | **$0.00** | **$0.00** | **$0.00** | **$0.00** | **$0.00** | **$726.00** |