

# Employee Timecard

Employee Name: \_\_\_\_\_  
 Manager: \_\_\_\_\_

E-mail: \_\_\_\_\_  
 Phone: \_\_\_\_\_

Year to date totals:  
 Regular hrs:  Overtime hrs:  Total:

## January, February, March Employee Timecard: Daily, Weekly, Monthly, Yearly

January	Week 1	Overtime	Week 2	Overtime	Week 3	Overtime	Week 4	Overtime	Week 5	Overtime
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday										
Sunday										
<b>Total weekly hours</b>	0	0	0	0	0	0	0	0	0	0
<b>Jan. total: Regular hours</b>	0		<b>Jan. total: Overtime</b>		0					

February	Week 1	Overtime	Week 2	Overtime	Week 3	Overtime	Week 4	Overtime	Week 5	Overtime
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday										
Sunday										
<b>Total weekly hours</b>	0	0	0	0	0	0	0	0	0	0
<b>Feb. total: Regular hours</b>	0		<b>Feb. total: Overtime</b>		0					

March	Week 1	Overtime	Week 2	Overtime	Week 3	Overtime	Week 4	Overtime	Week 5	Overtime
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday										
Sunday										
<b>Total weekly hours</b>	0	0	0	0	0	0	0	0	0	0
<b>Mar. total: Regular hours</b>	0		<b>Mar. total: Overtime</b>		0					

# Employee Timecard

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 Phone: \_\_\_\_\_

Year to date totals:  
 Regular hrs:  Overtime hrs:  Total:

## April, May, June Employee Timecard: Daily, Weekly, Monthly, Yearly

April	Week 1	Overtime	Week 2	Overtime	Week 3	Overtime	Week 4	Overtime	Week 5	Overtime
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday										
Sunday										
<b>Total weekly hours</b>	0	0	0	0	0	0	0	0	0	0
<b>Apr. total: Regular hours</b>	0		<b>Apr. total: Overtime</b>		0					

May	Week 1	Overtime	Week 2	Overtime	Week 3	Overtime	Week 4	Overtime	Week 5	Overtime
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday										
Sunday										
<b>Total weekly hours</b>	0	0	0	0	0	0	0	0	0	0
<b>May total: Regular hours</b>	0		<b>May total: Overtime</b>		0					

June	Week 1	Overtime	Week 2	Overtime	Week 3	Overtime	Week 4	Overtime	Week 5	Overtime
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday										
Sunday										
<b>Total weekly hours</b>	0	0	0	0	0	0	0	0	0	0
<b>June total: Regular hours</b>	0		<b>June total: Overtime</b>		0					

# Employee Timecard

Employee Name: \_\_\_\_\_  
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 Phone: \_\_\_\_\_

Year to date totals:  
 Regular hrs:  Overtime hrs:  Total:

## July, August, September Employee Timecard: Daily, Weekly, Monthly, Yearly

July	Week 1	Overtime	Week 2	Overtime	Week 3	Overtime	Week 4	Overtime	Week 5	Overtime
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday										
Sunday										
<b>Total weekly hours</b>	0	0	0	0	0	0	0	0	0	0
<b>July total: Regular hours</b>	0		<b>July total: Overtime</b>		0					

August	Week 1	Overtime	Week 2	Overtime	Week 3	Overtime	Week 4	Overtime	Week 5	Overtime
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday										
Sunday										
<b>Total weekly hours</b>	0	0	0	0	0	0	0	0	0	0
<b>Aug. total: Regular hours</b>	0		<b>Aug. total: Overtime</b>		0					

September	Week 1	Overtime	Week 2	Overtime	Week 3	Overtime	Week 4	Overtime	Week 5	Overtime
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday										
Sunday										
<b>Total weekly hours</b>	0	0	0	0	0	0	0	0	0	0
<b>Sept. total: Regular hours</b>	0		<b>Sept. total: Overtime</b>		0					

# Employee Timecard

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 Phone: \_\_\_\_\_

Year to date totals:  
 Regular hrs:  Overtime hrs:  Total:

**October, November, December** Employee Timecard: Daily, Weekly, Monthly, Yearly

October	Week 1	Overtime	Week 2	Overtime	Week 3	Overtime	Week 4	Overtime	Week 5	Overtime
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday										
Sunday										
<b>Total weekly hours</b>	0	0	0	0	0	0	0	0	0	0
<b>Oct. total: Regular hours</b>	0		<b>Oct. total: Overtime</b>		0					

November	Week 1	Overtime	Week 2	Overtime	Week 3	Overtime	Week 4	Overtime	Week 5	Overtime
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday										
Sunday										
<b>Total weekly hours</b>	0	0	0	0	0	0	0	0	0	0
<b>Nov. total: Regular hours</b>	0		<b>Nov. total: Overtime</b>		0					

December	Week 1	Overtime	Week 2	Overtime	Week 3	Overtime	Week 4	Overtime	Week 5	Overtime
Monday										
Tuesday										
Wednesday										
Thursday										
Friday										
Saturday										
Sunday										
<b>Total weekly hours</b>	0	0	0	0	0	0	0	0	0	0
<b>Dec. total: Regular hours</b>	0		<b>Dec. total: Overtime</b>		0					