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| **Biweekly Payroll Timesheet** | | | | | | | | | | |
| **Company Name:** |  | | | | | | | | | |
| **Employee Name:** |  | | | | **Employee ID:** | | |  | | |
| **Start Date:** |  | | | | **End Date:** | | |  | | |
|  |  | | | |  | | |  | | |
| Date | Day | Time In | | Time Out |  | Time In | Time Out | Daily Total | Hourly Rate | Daily Pay |
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|  |  |  | |  |  |  | ***Weekly Total:*** |  |  |  |
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|  | | | | |  |  | ***Weekly Total****:* |  |  |  |
| Approved By: | |  | Signature: | | |  |  |  |  |  |
| **Total Hours:** |  |  |  |
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