

# WEEKLY TIMESHEET WITH HOURLY RATE

Company Name		Department	
Employee Name		Manager Name	
Start Date		Rate Per Hour	

Date	Day	Clock In	Lunch Start	Lunch End	Clock Out	Total Hours

Total Weekly Hours:					
Total Weekly Pay:					

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Manager Signature: \_\_\_\_\_

Date: \_\_\_\_\_