

Employee Name: \_\_\_\_\_  
 (Please Print)

<b>HAMILTON COUNTY COMMUNITY UNIT DISTRICT NO 10</b>							
<b>CAFETERIA</b>		MONTHLY TIMESHEET PAYROLL PERIOD _____					

DATE	TIME IN	TIME OUT	TIME IN	TIME OUT	REG HRS	EXTRA HRS	OT HRS

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EMPLOYEE SIGNATURE \_\_\_\_\_ SUPERVISOR SIGNATURE \_\_\_\_\_

Please turn time sheet in to your building principal by the 10th of each month.  
 Payroll period should be 11th of first month thru the 10th of the following month (mo/11/20## - mo/10/20##).