

YAMHILL COUNTY HOURLY & PT TIME SHEET

PAYROLL PERIOD: _____ TO _____

EMPLOYEE NAME: _____

EMPLOYEE NUMBER: _____

24	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8
9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	

Leave column blank or enter 0 if non-working day

TOTAL

REGULAR HOURS																	
TRADE HOURS (within same week)																	
2 OVERTIME HOURS - ACTUAL HRS WORKED																	
4 SHIFT PAY @																	
5 CALL OUT @ 1.5																	
303 COMP TIME USED																	
TOTAL																	

302 EARNED COMP TIME/FLEX @ 1.0																	
302 EARNED COMP TIME @ 1.5																	
209 ON CALL BEEPER																	

BEGINNING COMP BAL.	
ENDING COMP BALANCE	

REMARKS:

ACCOUNT CODES	PERCENT OR AMOUNT

<i>Employee Signature:</i>	<i>Approval:</i>
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