

TIME SHEETS ARE DUE NO LATER THAN CLOSE OF THE LAST BUSINESS DAY OF THE PAY PERIOD. TIME SHEETS NOT RECEIVED WILL RESULT IN PARTICIPANT NOT BEING PAID UNTIL THE FOLLOWING PAY PERIOD. NO EXCEPTIONS.

SENIOR PARTICIPANT & WORKERS EMPLOYMENT PROGRAM TIME SHEET

Participant:

Assignment Title: Hourly Rate \$7.25

Name of Host Agency:

PAYROLL BEGINNING DATE Tuesday, July 1, 2025		PAYROLL ENDING DATE Tuesday, July 15, 2025	
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FAX NUMBER: 1-866-890-0374

DAY	Community Service Hours Worked	Federal Holiday Hours	Training (meeting) Hours	Total Paid Hours	Host Agency Supervisor Hours/Dav
Tuesday, July 1, 2025					
Wednesday, July 2, 2025					
Thursday, July 3, 2025					
Friday, July 4, 2025					
Saturday, July 5, 2025					
Sunday, July 6, 2025					
Monday, July 7, 2025					
Tuesday, July 8, 2025					
Wednesday, July 9, 2025					
Thursday, July 10, 2025					
Friday, July 11, 2025					
Saturday, July 12, 2025					
Sunday, July 13, 2025					
Monday, July 14, 2025					
Tuesday, July 15, 2025					
TOTALS					

The undersigned hereby certifies that the reporting information is correct for the payroll period indicated.

FAX NUMBER: 1-866-890-0374

Participant Signature

DATE

Host Agency Supervisor Signature

DATE

For Program Director Use Only

Total hours for pay this period

Payment approved by: