

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
Friday, June 16, 2023

PAYROLL ENDING DATE
Friday, June 30, 2023

DAY	Community Service Hours Worked	Federal Holiday Hours	Training (meeting) Hours	Total Paid Hours	Host Agency Supervisor Hours/Day
Friday, June 16, 2023					
Saturday, June 17, 2023					
Sunday, June 18, 2023					
Monday, June 19, 2023					
Tuesday, June 20, 2023					
Wednesday, June 21, 2023					
Thursday, June 22, 2023					
Friday, June 23, 2023					
Saturday, June 24, 2023					
Sunday, June 25, 2023					
Monday, June 26, 2023					
Tuesday, June 27, 2023					
Wednesday, June 28, 2023					
Thursday, June 29, 2023					
Friday, June 30, 2023					
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: _____