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 Saturday, February 01, 2025				PAYROLL ENDING DATE Saturday, February 15, 2025	
	Email Timeheet	ts: srichburg@	m4a.org or Fax	: 1-866-890-0374	
	Community Service Hours Worked	Federal Holiday Hours	Training (meeting) Hours	Total Paid Hours	Host Agency Supervisor Hours/Day
Saturday, February 01 2025					
Sunday, February 02, 2025					
Monday, February 03, 2025					
Tuesday, February 04, 2025					
Wednesday, February 05, 2025					
Thursday, February 06, 2025					
Friday, February 07, 2025					
Saturday, February 08, 2025					
Sunday, February 09, 2025					
Monday, February 10, 2025					
Tuesday, February 11, 2025					
Wednesday, February 12, 2025					
Thursday, February 13, 2025					
Friday, February 14, 2025					
Saturday, February 15, 2025					
TOTALS					
The undersigned hereby certifies that the reporting information is correct for the payroll period indicated.					
EMAIL: srichburg@m4a.org or 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					
Downson to a server of the					
Payment approved by:					