

# Weekly Time Record

Driver \_\_\_\_\_ Monitor \_\_\_\_\_ X-Guard \_\_\_\_\_

Fuel date \_\_\_\_\_ Gallons \_\_\_\_\_

Fuel date \_\_\_\_\_ Gallons \_\_\_\_\_

Fuel date \_\_\_\_\_ Gallons \_\_\_\_\_

Fuel date \_\_\_\_\_ Gallons \_\_\_\_\_

Employee Name: \_\_\_\_\_ Contract: Haverhill \_\_\_\_\_

Week Starting \_\_\_\_\_

Day	Start Time	AM Run	AM Total	Midday Run	Midday Total	PM Run	PM Total	End Time	Total Hours Worked
Monday									
EXTRA									
Tuesday									
EXTRA									
Wednesday									
EXTRA									
Thursday									
EXTRA									
Friday									
EXTRA									
<b>DAILY TOTAL</b>									

TOTAL DAILY REGULAR HOURS: \_\_\_\_\_

TOTAL DAILY OVERTIME HOURS: \_\_\_\_\_

Week Starting \_\_\_\_\_

Day	Start Time	AM Run	AM Total	Midday Run	Midday Total	PM Run	PM Total	End Time	Total Hours Worked
Monday									
EXTRA									
Tuesday									
EXTRA									
Wednesday									
EXTRA									
Thursday									
EXTRA									
Friday									
EXTRA									
<b>DAILY TOTAL</b>									

TOTAL DAILY REGULAR HOURS: \_\_\_\_\_

TOTAL DAILY OVERTIME HOURS: \_\_\_\_\_

GRAND TOTAL REGULAR HOURS: \_\_\_\_\_

GRAND TOTAL OVERTIME HOURS: \_\_\_\_\_

Employee Signature: \_\_\_\_\_