

QUESTAR III

HOURLY TIMESHEET

Name of employee: _____

Employee ID #: _____

Location: _____

Title of position: _____

DAY	DATE	BEGAN WORK	LUNCH		STOPPED WORK	TIME	
			FROM	TO		HOURS	MINUTES
THURSDAY							
FRIDAY							
MONDAY							
TUESDAY							
WEDNESDAY							
THURSDAY							
FRIDAY							
MONDAY							
TUESDAY							
WEDNESDAY							
TOTAL:							

Payroll code: _____

<p>_____</p> <p style="text-align: center;">Date</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Mail to: Questar III Attn: Payroll Office 10 Empire State Blvd. Castleton, New York 12033</p> </div>	<p>_____</p> <p style="text-align: center;">Signature of employee</p> <p>_____</p> <p style="text-align: center;">Signature of supervisor or administrator</p>
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