**WEEKLY TIMESHEET WITH HOURLY RATE**

|  |  |  |  |
| --- | --- | --- | --- |
| Company Name |  | Department |  |
| Employee Name |  | Manager Name |  |
| Start Date |  | Rate Per Hour |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Date | Day | Clock In | Lunch Start | Lunch End | Clock Out | Total Hours |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  | Total Weekly Hours: | |  |
|  |  |  |  | **Total Weekly Pay:** | |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Employee Signature: |  | Date: |  |
|  |  |  |  |
| Manager Signature: |  | Date: |  |

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