

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 1/5/2013
 Pay period end date: 1/18/2013

Employee: _____

Any extra hours will be
 paid on the
 Feb. 5, 2013 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Saturday	1/5/2013					
Sunday	1/6/2013					
Monday	1/7/2013					
Tuesday	1/8/2013					
Wednesday	1/9/2013					
Thursday	1/10/2013					
Friday	1/11/2013					
Saturday	1/12/2013					
Sunday	1/13/2013					
Monday	1/14/2013					
Tuesday	1/15/2013					
Wednesday	1/16/2013					
Thursday	1/17/2013					
Friday	1/18/2013					
				Total Extra		
				hourly rate		
				Total Extra Pay		

 Employee signature Date

 Supervisor signature Date