

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 6/20/2015

Pay period end date: 7/3/2015

Employee: _____

Any extra hours will be
paid on the
July 20, 2015 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Saturday	6/20/2015					
Sunday	6/21/2015					
Monday	6/22/2015					
Tuesday	6/23/2015					
Wednesday	6/24/2015					
Thursday	6/25/2015					
Friday	6/26/2015					
Saturday	6/27/2015					
Sunday	6/28/2015					
Monday	6/29/2015					
Tuesday	6/30/2015					
Wednesday	7/1/2015					
Thursday	7/2/2015					
Friday	7/3/2015					
				Total Extra		
				hourly rate		
				Total Extra Pay		

Employee signature

Date

Supervisor signature

Date