

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 2/21/2017

Pay period end date: 3/3/2017

Employee: _____

Any extra hours will be
paid on the
Mar 20, 2017 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Tuesday	2/21/2017					
Wednesday	2/22/2017					
Thursday	2/23/2017					
Friday	2/24/2017					
Saturday	2/25/2017					
Sunday	2/26/2017					
Monday	2/27/2017					
Tuesday	2/28/2017					
Wednesday	3/1/2017					
Thursday	3/2/2017					
Friday	3/3/2017					
				Total Extra		
				hourly rate		
				Total Extra Pay		

Employee signature

Date

Supervisor signature

Date