

Semi-Monthly Time Sheet

LEXINGTON SCHOOLS

Pay period start date: 7/21/2016

Pay period end date: 8/5/2016

Employee: _____

Any extra hours will be
paid on the
Aug 19, 2016 pay date

Day		In	Out	Total Regular	Total Extra	Grand Total
Thursday	7/21/2016					
Friday	7/22/2016					
Saturday	7/23/2016					
Sunday	7/24/2016					
Monday	7/25/2016					
Tuesday	7/26/2016					
Wednesday	7/27/2016					
Thursday	7/28/2016					
Friday	7/29/2016					
Saturday	7/30/2016					
Sunday	7/31/2016					
Monday	8/1/2016					
Tuesday	8/2/2016					
Wednesday	8/3/2016					
Thursday	8/4/2016					
Friday	8/5/2016					
				Total Extra		
				hourly rate		
				Total Extra Pay		

Employee signature

Date

Supervisor signature

Date