

Agency labor time sheet
Lewisville Independent School District

Agency

Please circle one
Pacesetter One Source

Results

Majesty

Aerobics

School

Parkway

Agency staff employee name (please print)

Elba Diaz

Date	Time In	Time Out	Hours Worked	Daily Employee Signature	Daily Manager Signature
	Monday				
	Tuesday				
	Wednesday				
10-18-18	Thursday	8:00 AM	2:09	<u>Elba Diaz</u>	<u>Meg Wehrick</u>
	Friday		6.15		

Total Hours

6.15

Manager Signature

Meg Wehrick

please print Manager name

Meg Wehrick

Manager or designee verifies and signs daily
Write "No Show" in Time In/Out column if employee is a no show
Manager completes Total Hours box on Friday and signs
Manager Fax to their Supervisor on Friday by end of day

253334
Submitted 10/23

Agency labor time sheet
Lewisville Independent School District

Agency Please circle one
Pacesetter One Source Results Majesty
School Pacesetter
Agency staff employee name (please print) Melissa Gomez

Date	Time In	Time Out	Hours Worked	Daily Employee Signature	Daily Manager Signature
Monday					
Tuesday					
Wednesday					
Thursday					
10-19-18 Friday	8:00 AM	2:04 PM	6.07	<i>[Signature]</i>	Meg Wolnik

Total Hours 6.07

Manager Signature Meg Wolnik
please print Manager name Meg Wolnik

Manager or designee verifies and signs daily
Write "No Show" in Time In/Out column if employee is a no show
Manager completes Total Hours box on Friday and signs
Manager Fax to their Supervisor on Friday by end of day