

# REYCO SERVICES, LLC

## Weekly Timesheet

Week ending: \_\_\_\_\_

Employee Name: \_\_\_\_\_

Employee ID #: \_\_\_\_\_

<i>Day</i>	<i>In</i>	<i>Out</i>	<i>Lunch</i>	<i>Project Name/ Number</i>	<i>In</i>	<i>Out</i>	<i>Project Name/Number</i>	<i>Total</i>	<i>Notes</i>
Monday									
Tuesday									
Wednesday									
Thursday									
Friday									
Saturday									
Sunday									

Weekly Total hours

*Supervisor Signature:* \_\_\_\_\_

*Employee Signature:* \_\_\_\_\_