## PRINTABLE WEEKLY TIMESHEET TEMPLATE

WEEK OF	EMPLOYEE NAME	EMPLOYEE ID

DATE	START TIME	FINISH TIME	REGULAR HOURS	OVERTIME HOURS	SICK	VACATION	HOLIDAY	OTHER	TOTAL HOURS
		1							
	_	TOTAL HOURS							
RATE PER HOUR								WEEKLY TOTAL PAY	
	TOTAL PAY PER DAY								

## DISCLAIMER

Any articles, templates, or information provided by Smartsheet on the website are for reference only. While we strive to keep the information up to date and correct, we make no representations or warranties of any kind, express or implied, about the completeness, accuracy, reliability, suitability, or availability with respect to the website or the information, articles, templates, or related graphics contained on the website. Any reliance you place on such information is therefore strictly at your own risk.