

Name:		Week Ending Date (Sunday)						
Last Four (4) Digits of Social Security Number		Job Number						
Client Company Name		<input type="checkbox"/> ASSIGNMENT COMPLETED <input type="checkbox"/> RETURNING NEXT WEEK						
DAY/DATE	TIME IN	LUNCH OUT	LUNCH IN	TIME OUT	REGULAR TIME	OVERTIME	DOUBLE TIME	
MON								
TUE								
WED								
THU								
FRI								
SAT								
SUN								
ENTER WEEKLY TOTALES (Round to nearest quarter hour)					REGULAR TIME	OVERTIME	DOUBLE TIME	



3405 Chandler Rd. Muskogee, Ok 74403

P: 918-537-1010

F: 918-537-1011

Associate Signature: _____ Date: _____

Authorized Signature: _____ Date: _____

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