

WEEKLY TIMESHEET

EMPLOYEE: _____

Week Beginning: _____

Day/Date	Time IN	Lunch	Time OUT	Hours	Job Code*	Jobsite
Monday:						
Tuesday:						
Wednesday:						
Thursday:						
Friday:						
Saturday:						
Sunday:						
TOTAL HOURS:						

Signature: _____

Job Codes:

BRICK	Job Code	CMU (8", 10", 12")	Job Code	CMU Veneer	Job Code	Other	Job Code
Brick Layer- Brick	10	Brick Layer- CMU	12	Brick Layer- CMU Veneer	14	Set/Teardown Scaffolding	28
Hod Carrier- Brick	20	Hod Carrier- CMU	22	Hod Carrier- CMU Veneer	24	Cleanup	30
						Stone Layer	16
						Stone Tender	26
						Washing	32
						Other	40

If other, write "40" and describe

*Job codes must be entered for everyday on every job. Failure to fill out your timesheet correctly will delay your paycheck. If you have any questions please call Chris Luna (206) 963-4460 or ask your supervisor.

Time sheets are due by Monday morning, following the end of the pay period, or your pay check will be delayed.

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