Sample Cleaning Co.

1400 Industrial Pkwy
Springfield, TN 37172
(615) 555-0142
office@samplecleaning.example
samplecleaning.example
License Insured (sample)

Timecard

Ana Ruiz · Week of Nov 1, 2026 to Nov 7, 2026 · Not submitted

Day by day

Day	Job	Start	Stop	Type	Hours	Overtime
Sun Nov 1	No time					
Mon Nov 2	J-0013 Jen and Paul Kim	8:00 AM	8:45 AM	Travel	0.75	
	J-0013 Jen and Paul Kim	8:45 AM	3:30 PM	Work	6.75	
	J-0013 Jen and Paul Kim	3:30 PM	4:20 PM	Travel	0.83	
Tue Nov 3	No time					
Wed Nov 4	No time					
Thu Nov 5	No time					
Fri Nov 6	No time					
Sat Nov 7	No time					

Pay

Pay type	Hours	Rate	Amount
Regular	6.75	$17.50	$118.13
Travel	1.58	$17.50	$27.71
Total (8.33 hours, 0.00 overtime)			**$145.84**

Employee signature and date

Approved by