24 hours format

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Employee Name: | | Title: |  |  | | | |
| Manager Name: | | Month: |  |
| Hourly Rate | 100 | Overtime Rat | 100 |
| **Date** | **Start Time** | **Lunch Start** | **Lunch End** | **End Time** | **Regular Hours** | **Overtime Hours** | **Total Hours** |
| 1st 2nd 3rd 4th 5th 6th 7th 8th 9th 10th 11th 12th 13th 14th 15th 16th 17th 18th 19th 20th 21th 22th 23th 24th 25th 26th 27th 28th 29th 30th  31th | 9:00 | 13:00 | 13:40 | 18:30 | 8:50 | 0:50 | 9:40 |
| 9:00 | 13:00 | 13:40 | 18:30 | 8:50 | 0:50 | 9:40 |
| 9:00 | 13:00 | 13:40 | 18:30 | 8:50 | 0:50 | 9:40 |
| 9:00 | 13:00 | 13:40 | 18:30 | 8:50 | 0:50 | 9:40 |
| 9:00 | 13:00 | 13:40 | 18:30 | 8:50 | 0:50 | 9:40 |
| 9:00 | 13:00 | 13:40 | 18:30 | 8:50 | 0:50 | 9:40 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
|  |  |  |  | 0:00 | 0:00 | 0:00 |
| **Total Time** |  |  |  |  |  |  | **2.416666667** |
| Total Pay |  |  |  |  |  |  | 241.6666667 |

Employee Signature: Date:

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  |  |
| Manager Signature: | | Date: |  |