



CHARLOTTE: 704-332-0278

CONCORD: 980-636-1201

GASTONIA: 704-830-1408

PAYROLL DEPARTMENT: 980-636-1293

EMPLOYEE NAME:	COMPANY NAME:
CELL PHONE:	RETURN STATUS: YES OR NO
EMAIL ADDRESS:	SUPERVISOR:

DATE	START TIME	LUNCH BREAK	END TIME	REGULAR HOURS	OVERTIME HOURS	TOTAL HOURS
Saturday						
Sunday						
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						
WEEKLY TOTALS						

LUNCH BREAKS WILL BE DEDUCTED.

EMPLOYEE SIGNATURE:	DATE:
SUPERVISOR SIGNATURE:	DATE:

Please submit all timecards by Monday at 10:00am to payroll@goodworkstaffing.com