



2010 Summer Youth Employment & Learning Program Tier I and II Timesheet

Complete all fields below.

Provider _____ Contract # _____

Worksite _____

Participant Name _____ Participant ID # _____

Record time worked to the nearest quarter hour.

Date	Day	Time In	Time Out	Time In	Time Out	Total Daily Hours
	Monday					
	Tuesday					
	Wednesday					
	Thursday					
	Friday					
				Total Weekly Hours		

Sign and date below.

Participant Signature _____ Date _____

Provider Signature _____ Date _____

Timesheets will not be processed unless all fields, signatures, and dates are completed.