

**DAILY TIME RECORD**

-----o0o-----

Bernadez, Sarah  
(Name)

For the month of April 1 - 30, 2018

Official hours for arrival {Regular days \_\_\_\_\_  
and departure {Saturdays \_\_\_\_\_

Day	A.M.		P.M.		Under-time	
	Arrival	Departure	Arrival	Departure	Hours	Minutes
1	Sunday					
2						
3						
4						
5						
6						
7	Saturday					
8	Sunday					
9						
10						
11			12:31			
12	07:55	12:01	12:34	05:00		
13	07:51	12:03	12:47	05:00		
14	Saturday					
15	Sunday					
16	07:50	12:01	12:42	05:08		
17	07:52	12:02	12:47			
18	07:50	12:00	12:30	05:09		
19	08:00	12:05	01:00	05:02		
20	07:49			05:04		
21	Saturday					
22	Sunday					
23	07:38	12:05	12:52	05:01		
24	07:47	12:04	12:38	05:01		
25	07:41	12:05	12:36	05:00		
26	07:44	12:15	01:00	05:06		
27	07:51	12:09	12:59	05:00		
28	Saturday					
29	Sunday					
30	07:41	12:06	12:30			

TOTAL \_\_\_\_\_

I CERTIFY *on my honor that the above is a true and correct report of the hours of work performed, record of which was made daily at the time of arrival and departure from office.*

\_\_\_\_\_  
Verified as to the prescribed office hours.

(See instructions on back)

In Charge