

**DAILY TIME RECORD**

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Avila, Jaime  
(Name)

For the month of May 16 - 31, 2018

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

Day	A.M.		P.M.		Under-time	
	Arrival	Departure	Arrival	Departure	Hours	Minutes
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16	07:08			05:01		
17	06:52					
18						
19	Saturday					
20	Sunday					
21	07:01					
22	07:06			05:00		
23	07:05					
24	07:16			05:00		
25	06:48					
26	Saturday					
27	Sunday					
28	06:55			05:00		
29	06:29			05:01		
30	07:05			05:02		
31	06:53					

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.