

THE UNIVERSITY AT ALBANY FOUNDATION
1400 Washington Avenue, UAB 226, Albany, NY 12222
Phone: 518-437-5090 Fax: 518-437-5089

Hourly Time Record

For the UAS Office of Human Resources

Name: Austin Parker Last 4 of SS#: XXX-XX-4362

Address: BB134 Phone: 518-265-5540

Two Week Period: 9/11/2014 to 9/24/2014

Timesheets must be submitted to the University at Albany Foundation Business office each pay period.

Day	Enter Dates	In	Out	In	Out	Hours Worked
Thursday	9/11/2014					
Friday	9/12/2014	9:00 AM	12:00 PM	12:30 PM	4:00 PM	6.5
Saturday	9/13/2014					
Sunday	9/14/2014					
Monday	9/15/2014	9:00 AM	12:00 PM	12:30 PM	4:00 PM	6.5
Tuesday	9/16/2014					
Wednesday	9/17/2014	9:00 AM	12:00 PM	12:30 PM	4:30 PM	7
Sub-Totals:						20
Thursday	9/18/2014					
Friday	9/19/2014	9:00 AM	12:00 PM	12:30 PM	4:00 PM	6.5
Saturday	9/20/2014					
Sunday	9/21/2014					
Monday	9/22/2014	9:00 AM	12:00 PM	12:30 PM	4:30 PM	6.5
Tuesday	9/23/2014					
Wednesday	9/24/2014	9:00 AM	12:00 PM	12:30 PM	4:30 PM	7
Sub-Totals:						20
Totals:						40

Employee's Signature: _____
Certified correct as to time and credits

Date: _____

Supervisor's Signature: _____
Certified correct as to time and credits

Date: _____