

Pay Record for 6/15/18 Payday

Employee Name: Christopher BrantEmployee ID#: REUDept#: 0915

												Must match Kronos		Total Hours	Payroll Use Only HH:MM	Payroll Use Only Decimals	
	Day of Week	Date	In	Out	In	Out	In	Out	In	Out	Total Worked Time	Leave Type	Leave Hours HH:MM				
FLSA Workweek Sunday 12:00am - Saturday 11:59pm	Sunday	5/13/18									0:00			0:00	FLSA Total:	36:30	36.50
	Monday	5/14/18	1:00 PM	4:00 PM	5:00 PM	6:30 PM					4:30			4:30			
	Tuesday	5/15/18	8:00 AM	4:00 PM							8:00			8:00			
	Wednesday	5/16/18	9:30 AM	5:00 PM							7:30			7:30			
	Thursday	5/17/18	8:00 AM	4:30 PM							8:30			8:30			
	Friday	5/18/18	8:00 AM	4:00 PM							8:00			8:00			
	Saturday	5/19/18									0:00			0:00			
FLSA Workweek Sunday 12:00am - Saturday 11:59pm	Sunday	5/20/18									0:00			0:00	FLSA Total:	36:30	36.50
	Monday	5/21/18	8:00 AM	2:30 PM							6:30			6:30			
	Tuesday	5/22/18	8:00 AM	1:00 PM	1:30 PM	4:30 PM					8:00			8:00			
	Wednesday	5/23/18	10:30 AM	4:30 PM							6:00			6:00			
	Thursday	5/24/18	8:00 AM	1:00 PM	1:30 PM	4:30 PM					8:00			8:00			
	Friday	5/25/18	8:00 AM	4:00 PM							8:00			8:00			
	Saturday	5/26/18									0:00			0:00			
FLSA Workweek Sunday 12:00am - Saturday 11:59pm	Sunday	5/27/18									0:00			0:00	FLSA Total:	82:30	82.50
	Monday	5/28/18	11:00 AM	12:00 PM							1:00			1:00			
	Tuesday	5/29/18	8:00 AM	4:00 PM							8:00			8:00			
	Wednesday	5/30/18	8:00 AM	4:00 PM							8:00			8:00			
	Thursday	5/31/18	8:00 AM	12:00 PM	3:00 PM	4:00 PM					5:00			5:00			
	Friday	6/1/18	***Remainder of FLSA Workweek Logged on Timesheet for June 29 Payday***														
	Saturday	6/2/18															

For 12H, if each FLSA Total is <= 40, key this Pay Period total in CU Payroll Data entry-->

For each FLSA total > 40, input appropriate OT or STO in CU Payroll Data Entry.

For salaried individuals with standard hours less than 37.5, if FLSA workweek hours are > standard hours, input as STO in CU Payroll Data Entry.



Any leave entered on this timesheet must be entered in Kronos no later than 5/31/2018.

Print, sign and submit to your supervisor by Noon on 6/1/2018. Signatures below indicate the information above is accurate and complete:

Employee Signature: _____

Date: _____

Supervisor Signature: _____

Date: _____

Supervisors: Sign and send to your timesheet processor by 4:30pm on 6/1/2018.