



↑ FAX TO 052-229-1102 ↑

NAME : _____ TOWN/CITY OF WORK : _____
EMPLOYEE # : _____

March 2020 - Supplemental timesheet

Date	School	Activities
DD/MM/YYYY	ALTIA JHS	08:30~12:30 Cleaning first grade classrooms with teachers 13:30~14:30 Meeting with JTEs 15:30~16:30 Skit preparations

Record the activities participated in during your working day. Be sure to fax this to ALTIA CENTRAL with your regular timesheet by 10:00am on the last school day of the month. (052-229-1102)