LOGO Time Sheet

## **Time Sheet**

Employee Name: Ollie Martin

Employee Role: Marketing Manager

Date	Activity	Start Time	End Time	Total Hours
16/1/18	meeting	2pm	3pm	1
18/1/18	lab	3pm	5pm	2
			TOTALS:	3

I certify that these hours are a true and accurate record of all time worked during the pay period.

Employee Signature

Date: 19/1/18

Document Version 1

LOGO Time Sheet

Date: 22/1/18

Document Version