

Time Sheet

Employee Name: Ollie Martin

Employee Role: Marketing Manager

Date	Activity	Start Time	End Time	Total Hours
5/2/18	meeting	3pm	4pm	1
7/2/18	Team Meeting	3pm	4pm	1
8/2/18	lab	3pm	5pm	2
9/2/18	Personal work	4pm	6pm	2
TOTALS:				6

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

Employee Signature
Date: 9/2/18



Project Manager Signature:
Date: 12/2/18

