

NON-UNION CREW TIMECARD



1210 W | Burbank Blvd | Burbank | CA | 91506

WEEK ENDING		EMPLOYEE NAME		SOCIAL SECURITY NO.	
WORK LOCATION REQUIRED		LOAN-OUT CORPORATION		FEDERAL I.D. NO.	
LOCATION CITY _____ COUNTY _____					
WORK STATE _____ FOREIGN <input type="checkbox"/>					
PRODUCTION NAME		JOB CLASSIFICATION			
PRODUCTION COMPANY		RATE		ACCOUNT CODE	FRINGE CODE

DATE	IN	1ST MEAL		2ND MEAL		WRAP	FOR ACCOUNTING USE ONLY												
		OUT	IN	OUT	IN		ACCT	HRS	ST	1.5	2			MP		HRS	RATE	TOTAL	
SUN															ST				
MON															1.5				
TUE															2				
WED																			
THU																			
FRI															MP				
SAT															VAC				
COMMENTS:																HOL			
																ADJ			
EMPLOYMENT ENDED: <input type="checkbox"/> NO <input type="checkbox"/> YES DATE: _____																			
SPECIAL UNPAID LEAVE: FROM: _____ TO: _____																			

ACCT #	MEALS ALLOWED	MEALS TAXABLE	PER DIEM ADVANCE	ACCT #	LODGING ALLOW	LODGING TAXABLE	PER DIEM ADVANCE
ACCT #	BOX RENTAL	ACCT #	CAR ALLOW	ACCT #	MILEAGE ALLOW	MILEAGE TAXABLE	MILEAGE ADVANCE
CHECK ONE: <input type="checkbox"/> BOX RENTAL INFORMATION ON FILE <input type="checkbox"/> BOX RENTAL INFORMATION ATTACHED				ACCT #	2ND CAMERA	OTHER	SALARY ADVANCE
COMMENTS:						TOTAL:	

BY SIGNING, YOU CERTIFY THAT THE RECORD OF TIME WORKED IS CORRECT. WITHOUT APPROPRIATE DOCUMENTATION, REIMBURSABLE EXPENSES WILL BE CONSIDERED TAXABLE ITEMS.

EMPLOYEE SIGNATURE **X** _____

APPROVED **X** _____