

TIME CARD | timecardcalculator.com

Employee Name	Period Start	Period End	Hourly Rate (\$)

Day	Date	Clock In	Clock Out	Break (min)	Regular Hrs	Overtime Hrs	Total Hrs
Monday							
Tuesday							
Wednesday							
Thursday							
Friday							
Saturday							
Sunday							
WEEKLY TOTALS							

Category	Hours	Rate	Amount
Regular Hours			
Overtime Hours (1.5x)			
GROSS PAY			

Employee Signature: _____	Date: _____
Manager Signature: _____	Date: _____