Colusa County Office of Education - Timesheet

Employee Name : _____ **1 OF** _____

Employee ID # : _____ **Date :** _____

Date:	Duty Performed:	Time In:	Time Out:	Time In:	Time Out:	Total Hrs.	COMMENT
	Total Days (unduplicated dates)				**Total Hours**		

Below this line is for official office use only:

%	FD XX	RESC XXXX	YR X	OBJ XXXX	GOAL XXXX	FUNC XXXX	SCH XXX	BDRS XXXX	TYPE XXXX	HRS	x	RATE	=	AMOUNT
												TOTAL		

Employee Signature Date Director or Designee Signature Revised 8/7/2018