BIWEEKLY TIMECARD WITH APPROVAL STATUS

Company Name: _____

Employee Name: _____   **Employee ID:** _____

Start Date: _____   **End Date:** _____

Date	Day	Time In	Time Out	Lunch	Time In	Time Out	Daily Total	Approval Status
							Weekly Total:	

Date	Day	Time In	Time Out	Lunch	Time In	Time Out	Daily Total	Approval Status
							Weekly Total:	

Approved By:	Signature:	Date:

Total Hours: