

Dana Kautz

Pay Period

12/16/2023 to

12/31/2023

Day	Date	Regular	Paid OT	Comp Time			Holiday	PTO	VAC	Total
				Comp Time Earned (Straight)	Earned Comp Time Used	Comp Conversion Earned (Not in totals)				
Sunday	12/31/2023									0.00
Monday										0.00
Tuesday										0.00
Wednesday										0.00
Thursday										0.00
Friday										0.00
Saturday	12/16/2023									0.00
<b>Total Week</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
Sunday	12/17/2023									0.00
Monday	12/18/2023									0.00
Tuesday	12/19/2023									0.00
Wednesday	12/20/2023	2.78								2.78
Thursday	12/21/2023									0.00
Friday	12/22/2023									0.00
Saturday	12/23/2023									0.00
<b>Total Week</b>		<b>2.78</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2.78</b>
Sunday	12/24/2023									0.00
Monday	12/25/2023									0.00
Tuesday	12/26/2023									0.00
Wednesday	12/27/2023									0.00
Thursday	12/28/2023									0.00
Friday	12/29/2023									0.00
Saturday	12/30/2023									0.00
<b>Total Week</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Pay Period</b>		<b>2.78</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2.78</b>

I hereby certify the hours indicated above are true and correct and that I have not worked unauthorized overtime. I further certify and acknowledge the hours logged on the city's tracking system (as attached) are true and correct to the best of my knowledge. (Notes on T-Sheets)

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Supervisor Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Payperiod Notes:

# Dana Kautz

12/16/2023 to 12/31/2023

Regular	PTO	OT	DT	Total Hours
2.78	0.00	0.00	0.00	2.78

Time in	Time out	Duration	
<b>December 20, 2023</b>			
12:35pm (MST)	3:22pm (MST)	2.78	ADM > ADM - Customer Relations