

Dana Kautz

Pay Period

4/16/2021 to

4/30/2021

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									0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday	4/16/2021	5.57							5.57	
Saturday	4/17/2021								0.00	
<b>Total Week</b>		<b>5.57</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>5.57</b>	
Sunday	4/18/2021								0.00	
Monday	4/19/2021	6.26							6.26	
Tuesday	4/20/2021								0.00	
Wednesday	4/21/2021	5.42							5.42	
Thursday	4/22/2021								0.00	
Friday	4/23/2021	6.30							6.30	
Saturday	4/24/2021								0.00	
<b>Total Week</b>		<b>17.98</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>17.98</b>	
Sunday	4/25/2021								0.00	
Monday	4/26/2021	1.20							1.20	
Tuesday	4/27/2021								0.00	
Wednesday	4/28/2021								0.00	
Thursday	4/29/2021	6.23							6.23	
Friday	4/30/2021	4.27							4.27	
Saturday									0.00	
<b>Total Week</b>		<b>11.70</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>11.70</b>	
<b>Total Pay Period</b>		<b>35.25</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>35.25</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

04/16/2021 to 04/30/2021

Regular	PTO	OT	DT	Total Hours
<b>35.25</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>35.25</b>

Time in	Time out	Duration	
<b>April 16, 2021</b>			
8:40am (MDT)	2:14pm (MDT)	5.57	ADM > ADM - Customer Relations
<b>April 19, 2021</b>			
8:30am (MDT)	2:46pm (MDT)	6.27	ADM > ADM - Customer Relations
<b>April 21, 2021</b>			
8:54am (MDT)	12:05pm (MDT)	3.18	ADM > ADM - Customer Relations
12:32pm (MDT)	2:46pm (MDT)	2.23	ADM > ADM - Customer Relations
<b>April 23, 2021</b>			
8:39am (MDT)	2:57pm (MDT)	6.30	ADM > ADM - Customer Relations
<b>April 26, 2021</b>			
6:28pm (MDT)	7:40pm (MDT)	1.20	MTG > MTG - Citizen Advisory Committee
<b>April 29, 2021</b>			
8:52am (MDT)	3:06pm (MDT)	6.23	ADM > ADM - Customer Relations
<b>April 30, 2021</b>			
8:35am (MDT)	12:51pm (MDT)	4.27	ADM > ADM - Customer Relations