

Dana Kautz

Pay Period

10/16/2021 to

10/31/2021

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	10/31/2021									0.00
Monday										0.00
Tuesday										0.00
Wednesday										0.00
Thursday										0.00
Friday										0.00
Saturday	10/16/2021									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	10/17/2021									0.00
Monday	10/18/2021									0.00
Tuesday	10/19/2021									0.00
Wednesday	10/20/2021									0.00
Thursday	10/21/2021									0.00
Friday	10/22/2021									0.00
Saturday	10/23/2021									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	10/24/2021									0.00
Monday	10/25/2021	8.27								8.27
Tuesday	10/26/2021	5.80								5.80
Wednesday	10/27/2021									0.00
Thursday	10/28/2021									0.00
Friday	10/29/2021									0.00
Saturday	10/30/2021									0.00
<b>Total Week</b>		<b>14.07</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>14.07</b>
<b>Total Pay Period</b>		<b>14.07</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>14.07</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

10/16/2021 to 10/31/2021

Regular	PTO	OT	DT	Total Hours
<b>14.07</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>14.07</b>

Time in	Time out	Duration	
<b>October 25, 2021</b>			
9:32am (MDT)	3:40pm (MDT)	6.13	ADM > ADM - Customer Relations
6:25pm (MDT)	8:33pm (MDT)	2.13	Shift Total
<b>October 26, 2021</b>			
9:20am (MDT)	3:08pm (MDT)	5.80	ADM > ADM - Customer Relations