

Dana Kautz

Pay Period

7/16/2023 to

7/31/2023

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	7/16/2023								0.00	
Monday	7/17/2023								0.00	
Tuesday	7/18/2023								0.00	
Wednesday	7/19/2023								0.00	
Thursday	7/20/2023	4.65							4.65	
Friday	7/21/2023								0.00	
Saturday	7/22/2023								0.00	
<b>Total Week</b>		<b>4.65</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>4.65</b>	
Sunday	7/23/2023								0.00	
Monday	7/24/2023								0.00	
Tuesday	7/25/2023								0.00	
Wednesday	7/26/2023	4.82							4.82	
Thursday	7/27/2023								0.00	
Friday	7/28/2023								0.00	
Saturday	7/29/2023								0.00	
<b>Total Week</b>		<b>4.82</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>4.82</b>	
Sunday	7/30/2023								0.00	
Monday	7/31/2023								0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday									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>Total Pay Period</b>		<b>9.47</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>9.47</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

07/16/2023 to 07/31/2023

Regular	PTO	OT	DT	Total Hours
<b>9.47</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>9.47</b>

Time in	Time out	Duration	
<b>July 20, 2023</b>			
10:12am (MDT)	2:51pm (MDT)	4.65	ADM > ADM - Customer Relations
<b>July 26, 2023</b>			
10:15am (MDT)	3:04pm (MDT)	4.82	ADM > ADM - Customer Relations