

Kyla Gardner

Pay Period

4/1/2024 to

4/15/2024

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	4/1/2024	7.62							7.62	
Tuesday	4/2/2024	7.45							7.45	
Wednesday	4/3/2024	7.55							7.55	
Thursday	4/4/2024	7.65							7.65	
Friday	4/5/2024	5.85							5.85	
Saturday	4/6/2024								0.00	
Total Week		36.12	0.00	0.00	0.00	0.00	0.00	0.00	36.12	
Sunday	4/7/2024								0.00	
Monday	4/8/2024	9.95							9.95	
Tuesday	4/9/2024	7.42							7.42	
Wednesday	4/10/2024	7.52							7.52	
Thursday	4/11/2024	7.63							7.63	
Friday	4/12/2024						7.45		7.45	
Saturday	4/13/2024								0.00	
Total Week		32.52	0.00	0.00	0.00	0.00	7.45	0.00	39.97	
Sunday	4/14/2024								0.00	
Monday	4/15/2024	7.48							7.48	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
Total Week		7.48	0.00	0.00	0.00	0.00	0.00	0.00	7.48	
Total Pay Period		76.12	0.00	0.00	0.00	0.00	7.45	0.00	83.57	

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:

Name	Clock in date	Clock in time	Clock out date	Clock out time	Actual vs. s	Total paid h	Regular hours
Kyla Gardner	April 1 2024	7:42am	April 1 2024	3:19pm	7.62	7.62	7.62
Kyla Gardner	April 2 2024	7:49am	April 2 2024	3:16pm	7.45	7.45	7.45
Kyla Gardner	April 3 2024	7:48am	April 3 2024	3:21pm	7.55	7.55	7.55
Kyla Gardner	April 4 2024	7:42am	April 4 2024	3:21pm	7.65	7.65	7.65
Kyla Gardner	April 5 2024	8:57am	April 5 2024	2:48pm	5.85	5.85	5.85
Kyla Gardner	April 8 2024	7:45am	April 8 2024	3:21pm	7.6	7.6	7.6
Kyla Gardner	April 8 2024	5:50pm	April 8 2024	8:11pm	2.35	2.35	2.35
Kyla Gardner	April 9 2024	7:52am	April 9 2024	3:17pm	7.42	7.42	7.42
Kyla Gardner	April 10 2024	7:49am	April 10 2024	3:20pm	7.52	7.52	7.52
Kyla Gardner	April 11 2024	7:48am	April 11 2024	3:26pm	7.63	7.63	7.63
Kyla Gardner	April 15 2024	7:42am	April 15 2024	3:11pm	7.48	7.48	7.48
Totals for Kyla Gardner					76.12	76.12	76.12