

Diane Hunter

Pay Period

5/16/2024 to

5/31/2024

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									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday	5/16/2024	7.38							7.38	
Friday	5/17/2024	5.22							5.22	
Saturday	5/18/2024								0.00	
<b>Total Week</b>		<b>12.60</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>12.60</b>	
Sunday	5/19/2024								0.00	
Monday	5/20/2024	7.95							7.95	
Tuesday	5/21/2024	6.92							6.92	
Wednesday	5/22/2024	7.24							7.24	
Thursday	5/23/2024	4.57							4.57	
Friday	5/24/2024	6.81							6.81	
Saturday	5/25/2024								0.00	
<b>Total Week</b>		<b>33.49</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>33.49</b>	
Sunday	5/26/2024								0.00	
Monday	5/27/2024					8.00			8.00	
Tuesday	5/28/2024	9.99							9.99	
Wednesday	5/29/2024	7.85							7.85	
Thursday	5/30/2024	8.18							8.18	
Friday	5/31/2024	2.49							2.49	
Saturday									0.00	
<b>Total Week</b>		<b>28.51</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.00</b>	<b>36.51</b>	
<b>Total Pay Period</b>		<b>74.60</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.00</b>	<b>82.60</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:

Name	Clock in date	Clock in time	Clock out date	Clock out time	Break start	Break end	Break length	Break type	Payroll ID	Actual vs. s	Total paid	Regular hours	Unpaid break	OT hours
Diane Ellen Hunter	May 16 2024	7:57am	May 16 2024	3:30pm	12:47pm	12:57pm	10 min	30 min - Unpaid		7.38	7.38	7.38	0.17	
Diane Ellen Hunter	May 17 2024	7:08am	May 17 2024	12:21pm						5.22	5.22	5.22	0	
Diane Ellen Hunter	May 20 2024	8:00am	May 20 2024	3:40pm	12:52pm	1:05pm	13 min	30 min - Unpaid		7.45	7.45	7.45	0.22	
Diane Ellen Hunter	May 20 2024	5:05pm	May 20 2024	5:35pm						0.5	0.5	0.5	0	
Diane Ellen Hunter	May 21 2024	8:07am	May 21 2024	3:53pm	11:01am	11:52am	51 min	30 min - Unpaid		6.92	6.92	6.92	0.85	
Diane Ellen Hunter	May 22 2024	8:03am	May 22 2024	3:31pm	1:05pm	1:19pm	14 min	30 min - Unpaid		7.24	7.24	7.24	0.23	
Diane Ellen Hunter	May 23 2024	7:56am	May 23 2024	12:30pm						4.57	4.57	4.57	0	
Diane Ellen Hunter	May 24 2024	8:00am	May 24 2024	5:57pm	9:47am	10:24am	37 min	30 min - Unpaid		6.81	6.81	6.81	3.14	
					11:49am	2:20pm	151 min	30 min - Unpaid						
Diane Ellen Hunter	May 28 2024	7:41am	May 28 2024	3:38pm	1:05pm	1:10pm	5 min	30 min - Unpaid		7.87	7.87	7.87	0.08	
Diane Ellen Hunter	May 28 2024	6:13pm	May 28 2024	8:20pm						2.12	2.12	2.12	0	
Diane Ellen Hunter	May 29 2024	7:52am	May 29 2024	4:00pm	12:54pm	1:11pm	17 min	30 min - Unpaid		7.85	7.85	7.85	0.28	
Diane Ellen Hunter	May 30 2024	7:28am	May 30 2024	4:00pm	12:40pm	12:57pm	17 min	30 min - Unpaid		8.18	8.18	8.18	0.35	
					3:48pm	3:52pm	4 min	30 min - Unpaid						
Diane Ellen Hunter	May 31 2024	8:45am	May 31 2024	12:37pm	11:14am	12:37pm	83 min	30 min - Unpaid		2.49	2.49	2.49	1.38	
Totals for Diane Ellen Hunter										74.6	74.6	74.6	6.7	