

Dana Kautz

Pay Period

1/1/2024 to

1/15/2024

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	1/1/2024								0.00	
Tuesday	1/2/2024						5.00		5.00	
Wednesday	1/3/2024						5.00		5.00	
Thursday	1/4/2024						5.00		5.00	
Friday	1/5/2024						2.00		2.00	
Saturday	1/6/2024								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>17.00</b>	<b>0.00</b>	<b>17.00</b>	
Sunday	1/7/2024								0.00	
Monday	1/8/2024	2.83							2.83	
Tuesday	1/9/2024	2.77							2.77	
Wednesday	1/10/2024	2.77							2.77	
Thursday	1/11/2024	2.70							2.70	
Friday	1/12/2024								0.00	
Saturday	1/13/2024								0.00	
<b>Total Week</b>		<b>11.07</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>11.07</b>	
Sunday	1/14/2024								0.00	
Monday	1/15/2024								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>11.07</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>17.00</b>	<b>0.00</b>	<b>28.07</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

01/01/2024 to 01/15/2024

Regular	PTO	OT	DT	Total Hours
<b>11.07</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11.07</b>

Time in	Time out	Duration	
<b>January 8, 2024</b>			
12:40pm (MST)	3:30pm (MST)	2.83	ADM > ADM - Customer Relations
<b>January 9, 2024</b>			
12:39pm (MST)	3:25pm (MST)	2.77	ADM > ADM - Customer Relations
<b>January 10, 2024</b>			
12:35pm (MST)	3:21pm (MST)	2.77	ADM > ADM - Customer Relations
<b>January 11, 2024</b>			
12:39pm (MST)	3:21pm (MST)	2.70	ADM > ADM - Customer Relations