

Dana Kautz

Pay Period

7/16/2024 to

7/31/2024

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	7/16/2024								0.00	
Wednesday	7/17/2024								0.00	
Thursday	7/18/2024								0.00	
Friday	7/19/2024								0.00	
Saturday	7/20/2024								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>0.00</b>	<b>0.00</b>	<b>0.00</b>	
Sunday	7/21/2024								0.00	
Monday	7/22/2024								0.00	
Tuesday	7/23/2024								0.00	
Wednesday	7/24/2024	5.15							5.15	
Thursday	7/25/2024								0.00	
Friday	7/26/2024								0.00	
Saturday	7/27/2024								0.00	
<b>Total Week</b>		<b>5.15</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>5.15</b>	
Sunday	7/28/2024								0.00	
Monday	7/29/2024	1.48							1.48	
Tuesday	7/30/2024								0.00	
Wednesday	7/31/2024								0.00	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
<b>Total Week</b>		<b>1.48</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>1.48</b>	
<b>Total Pay Period</b>		<b>6.63</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>6.63</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	Actual vs. scheduled	Total paid hours	Regular hours	Unpaid breaks
Dana Kautz	July 24 2024	10:12am	July 24 2024	3:21pm	5.15	5.15	5.15	
Dana Kautz	July 29 2024	2:27pm	July 29 2024	3:56pm	1.48	1.48	1.48	
Totals for Dana Kautz					6.63	6.63	6.63	