

Kyla Gardner

Pay Period

8/1/2024 to

8/15/2024

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									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday	8/1/2024	7.47							7.47	
Friday	8/2/2024								0.00	
Saturday	8/3/2024								0.00	
Total Week		7.47	0.00	0.00	0.00	0.00	0.00	0.00	7.47	
Sunday	8/4/2024								0.00	
Monday	8/5/2024	7.43							7.43	
Tuesday	8/6/2024	7.32							7.32	
Wednesday	8/7/2024	7.43							7.43	
Thursday	8/8/2024	7.80							7.80	
Friday	8/9/2024	2.25							2.25	
Saturday	8/10/2024								0.00	
Total Week		32.23	0.00	0.00	0.00	0.00	0.00	0.00	32.23	
Sunday	8/11/2024								0.00	
Monday	8/12/2024	1.98					6.00		7.98	
Tuesday	8/13/2024						8.00		8.00	
Wednesday	8/14/2024	7.68							7.68	
Thursday	8/15/2024	8.03							8.03	
Friday									0.00	
Saturday									0.00	
Total Week		17.69	0.00	0.00	0.00	0.00	14.00	0.00	31.69	
Total Pay Period		57.39	0.00	0.00	0.00	0.00	14.00	0.00	71.39	

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 f	Regular hours	Unpaid breaks
Kyla Gardner	August 1 2024	7:46am	August 1 2024	3:14pm	7.47	7.47	7.47	
Kyla Gardner	August 5 2024	7:48am	August 5 2024	3:14pm	7.43	7.43	7.43	
Kyla Gardner	August 6 2024	7:45am	August 6 2024	3:04pm	7.32	7.32	7.32	
Kyla Gardner	August 7 2024	7:41am	August 7 2024	3:07pm	7.43	7.43	7.43	
Kyla Gardner	August 8 2024	7:40am	August 8 2024	3:28pm	7.8	7.8	7.8	
Kyla Gardner	August 9 2024	9:21am	August 9 2024	11:36am	2.25	2.25	2.25	
Kyla Gardner	August 12 2024	12:49pm	August 12 2024	2:48pm	1.98	1.98	1.98	
Kyla Gardner	August 14 2024	7:21am	August 14 2024	3:02pm	7.68	7.68	7.68	
Kyla Gardner	August 15 2024	7:33am	August 15 2024	3:35pm	8.03	8.03	8.03	
Totals for Kyla Gardner					57.39	57.39	57.39	