

Diane Hunter

Pay Period

9/1/2024 to

9/15/2024

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	9/1/2024	0.65							0.65	
Monday	9/2/2024					8.00			8.00	
Tuesday	9/3/2024	7.23							7.23	
Wednesday	9/4/2024	6.20							6.20	
Thursday	9/5/2024	6.97							6.97	
Friday	9/6/2024	1.23							1.23	
Saturday	9/7/2024								0.00	
Total Week		22.28	0.00	0.00	0.00	0.00	8.00	0.00	0.00	30.28
Sunday	9/8/2024								0.00	
Monday	9/9/2024	9.40							9.40	
Tuesday	9/10/2024	7.28							7.28	
Wednesday	9/11/2024	7.37							7.37	
Thursday	9/12/2024	7.28							7.28	
Friday	9/13/2024	2.58							2.58	
Saturday	9/14/2024								0.00	
Total Week		33.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	33.91
Sunday	9/15/2024								0.00	
Monday									0.00	
Tuesday									0.00	
Wednesday									0.00	
Thursday									0.00	
Friday									0.00	
Saturday									0.00	
Total Week		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Pay Period		56.19	0.00	0.00	0.00	0.00	8.00	0.00	0.00	64.19

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	Role	Wage rate	Actual vs. s	Total paid h	Regular hou	Unpaid bre	OT hours	
Diane Ellen Hunter	September 1 2024	10:16am	September 1 2024	10:55am						Deputy Clerk	0.65	0.65	0.65	0.65	0	0	
Diane Ellen Hunter	September 3 2024	8:14am	September 3 2024	3:28pm						Deputy Clerk	7.23	7.23	7.23	7.23	0	0	
Diane Ellen Hunter	September 3 2024	6:20pm	September 3 2024	7:10pm						Deputy Clerk	0.83	0.83	0.83	0.83	0	0	
Diane Ellen Hunter	September 4 2024	8:00am	September 4 2024	12:40pm						Deputy Clerk	4.67	4.67	4.67	4.67	0	0	
Diane Ellen Hunter	September 4 2024	1:51pm	September 4 2024	3:23pm						Deputy Clerk	1.53	1.53	1.53	1.53	0	0	
Diane Ellen Hunter	September 5 2024	8:01am	September 5 2024	3:34pm	12:47pm	1:22pm	35 min	30 min - Unpaid		Deputy Clerk	6.97	6.97	6.97	6.97	0.58	0	
Diane Ellen Hunter	September 6 2024	11:28am	September 6 2024	12:04pm						Deputy Clerk	0.6	0.6	0.6	0.6	0	0	
Diane Ellen Hunter	September 6 2024	12:09pm	September 6 2024	12:47pm						Deputy Clerk	0.63	0.63	0.63	0.63	0	0	
Diane Ellen Hunter	September 9 2024	7:59am	September 9 2024	3:30pm						Deputy Clerk	7.52	7.52	7.52	7.52	0	0	
Diane Ellen Hunter	September 9 2024	5:35pm	September 9 2024	7:28pm						Deputy Clerk	1.88	1.88	1.88	1.88	0	0	
Diane Ellen Hunter	September 10 2024	8:00am	September 10 2024	3:17pm						Deputy Clerk	7.28	7.28	7.28	7.28	0	0	
Diane Ellen Hunter	September 11 2024	8:00am	September 11 2024	3:22pm						Deputy Clerk	7.37	7.37	7.37	7.37	0	0	
Diane Ellen Hunter	September 12 2024	8:00am	September 12 2024	3:17pm						Deputy Clerk	7.28	7.28	7.28	7.28	0	0	
Diane Ellen Hunter	September 13 2024	8:40am	September 13 2024	11:15am						Deputy Clerk	2.58	2.58	2.58	2.58	0	0	
Totals for Diane Ellen Hunter												57.02	57.02	57.02	0.58		