

Due every Monday by 12:00 pm CST

Email: Payroll@InfinityStaffing.com

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Oklahoma City, OK 73120
InfinityStaffing.com

Timesheet



Employee: _____

Client: _____

Position: _____

Supervisor: _____

Phone #: _____

Supervisor phone: _____

Week ending: _____

Supervisor email: _____

Day	Date	Time In	Time Out	Lunch	Regular Hours	OT Hours	Notes
Monday							
Tuesday							
Wednesday							
Thursday							
Friday							
Saturday							
Sunday							
TOTAL HOURS							

Employee signature

Date

Supervisor signature

Date