



TIMESHEET

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 Remember: Every week starts at midnight on Thursday night / Friday morning.

DATE	LOCATION	EMPLOYEE	START	STOP	HRS	SIGNATURE

Reference Pay Periods: BEGIN - END (PAYDAY)
 12/25/15 - 1/7/16 **(1/15)**, 1/8/16 - 1/21/16 **(1/29)**, 1/22/16 - 2/4/16 **(2/12)**, 2/5/16 - 2/18/16 **(2/26)**, 2/19/16 - 3/3/16 **(3/11)**, 3/4/16 - 3/17/16 **(3/25)**, 3/18/16 - 3/31/16 **(4/8)**,
 4/1/16 - 4/14/16 **(4/22)**, 4/15/16 - 4/28/16 **(5/6)**, 4/29/16 - 5/12/16 **(5/20)**, 5/13/16 - 5/26/16 **(6/3)**, 5/27/16 - 6/9/16 **(6/17)**, 6/10/16 - 6/23/16 **(7/1)**, 6/24/16 - 7/7/16 **(7/15)**,
 7/8/16 - 7/21/16 **(7/29)**, 7/22/16 - 8/4/16 **(8/12)**, 8/5/16 - 8/18/16 **(8/26)**, 8/19/16 - 9/1/16 **(9/9)**, 9/2/16 - 9/15/16 **(9/23)**, 9/16/16 - 9/29/16 **(10/7)**, 9/30/16 - 10/13/16 **(10/21)**,
 10/14/16 - 10/27/16 **(11/4)**, 10/28/16 - 11/10/16 **(11/18)**, 11/11/16 - 11/24/16 **(12/2)**, 11/25/16 - 12/8/16 **(12/16)**, 12/9/16 - 12/22/16 **(12/30)**, 12/23/16 - 1/5/17 **(1/13/2017)**

HOLIDAY PAY: New Year's Day, **1/1/16**, MLK Jr. Day, **1/18/16**, Memorial Day, **5/30/16**, Independence Day, **7/4/16**, Labor Day, **9/5/16**, Thanksgiving Day, **11/24/16**, Christmas Day, **12/25/16**