



WORLDWIDE TRAVEL STAFFING

Professional Staffing For The Professional Healthcare Industry

2829 Sheridan Drive, Tonawanda, NY 14150 | Toll-Free Fax: 877.375.2450 | www.WorldwideTravelStaffing.com

Registered Nurse (R.N.)

Timesheet for New Hampshire State Prison

Week Beginning: _____ Week Ending: _____

Employee Name: _____

<u>Day</u>	<u>Date</u>	<u>Time In</u>	<u>Time Out</u>	<u>(-) Lunch</u>	<u>Total</u>	<u>Unit</u>	<u>Supervisor Authorization</u>
Sunday							
Monday							
Tuesday							
Wednesday							
Thursday							
Friday							
Saturday							
Total Hours							

If you missed lunch break(s) any day(s), please provide the day(s) and reason(s): _____

I hereby certify that the above hours accurately represent my total hours of service at the New Hampshire State Prison.

Employee Signature Date

Supervisor Signature Date

Time runs Sunday through Saturday in one-week increments. Please fax time sheets to 877-375-2450 no later than Monday at 12:00 noon E.S.T. If you are unable to fax a copy signed by your supervisor, please send the unsigned time sheet listing your hours worked. You can then follow up later in the week with the authorized copy. This additional safeguard will ensure that you are paid on time.

PLEASE FAX TO 877-375-2450