



2829 Sheridan Drive, Tonawanda, NY, 14150
 Toll-Free: 866-633-3700
 Toll-Free Fax: 877-375-2450
www.WorldwideTravelStaffing.com

Timesheet For Crew's Report to Supervisor

Time runs Sunday thru Saturday in one-week increments.

Week Beginning: _____ Week Ending: _____

Employee Name: _____

| DAY | DATE | TIME IN | TIME OUT | (-) LUNCH | TOTAL HOURS | PRIMARY CARE UNIT | R.N. SUPERVISOR AUTHORIZATION |
|----------------------------|------|---------|----------|-----------|-------------|-------------------|-------------------------------|
| SUNDAY | | | | | | | |
| MONDAY | | | | | | | |
| TUESDAY | | | | | | | |
| WEDNESDAY | | | | | | | |
| THURSDAY | | | | | | | |
| FRIDAY | | | | | | | |
| SATURDAY | | | | | | | |
| TOTAL REGULAR HOURS | | | | | | | |

I hereby certify that the above accurately represents my total hours of service at _____

Employee Signature: _____

Please fax timecards to 877-375-2450 no later than Monday at 12:00 noon EST. If you are unable to fax a copy signed by your supervisor, please forward the unsigned timesheet listing your hours worked. You can then follow up later in the week with the authorized copy. This additional safeguard will insure you are paid on time.

PLEASE FAX TO 877-375-2450