

2829 Sheridan Drive, Tonawanda, NY 14150 | Toll Free: 866.633.3700 | Toll Free Fax: 877.375.2450 | www.WorldwideTravelStaffing.com

Week Beginning:				Week Ending:			
mployee Na	me:						
of the followi	ing reasons ເ		for that day: I		-	<u>-</u>	t work any hours, you must list re-approved Time Off (PTO). Do
_	, if you star	t an 8-hour shi					orked the majority of your hou orted on your timesheet on th
<u>Day</u>	<u>Date</u>	Time In	Time Out	(-) Lunch	<u>Total</u>	<u>PCU</u>	Supervisor Authorization
Sunday							
Monday							
Tuesday							
Wednesday							
Γhursday							
Friday							
Saturday							
				Total Hours			
vou worked	less than v	our target wee	ekly hours or r	nissed a sched	uled shift. r	olease provide	an explanation.
,	- /	<b>5</b>	,		- <b>/ </b>	, - <del>-</del> -	·
mployee Signature Date						Supervisor Signature Date	

2) Alternatively, you can email a copy of your facility verified timesheet to your recruiter. Simply include the timesheet as an email attachment. Please make certain the image is clear, readable, and captures all four corners of the document. You can also fax a copy of the of your facility verified timesheet to your recruiter at

image is clear, readable, and captures all four corners of the document.

1-877-375-2450. PLEASE USE BLACK INK ONLY.

send it via text message to your recruiter's cell phone prior to noon every Monday. Please make certain the