



2829 Sheridan Drive, Tonawanda, NY, 14150

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[www.WorldwideTravelStaffing.com](http://www.WorldwideTravelStaffing.com)

## TIMESHEET FOR CHERRY HOSPITAL

Time runs Sunday thru Saturday in one-week increments.

Week Beginning: \_\_\_\_\_

Week Ending: \_\_\_\_\_

Employee Name: \_\_\_\_\_

DAY	DATE	TIME IN	TIME OUT	(-) LUNCH	TOTAL HOURS	UNIT	SUPERVISOR AUTHORIZATION
SUNDAY							
MONDAY							
TUESDAY							
WEDNESDAY							
THURSDAY							
FRIDAY							
SATURDAY							
Total Hours							

If you worked less than 40 hours this work week, please indicate the reason below:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*I hereby certify that the above accurately represents my total hours of service at Cherry Hospital.*

Employee Signature: \_\_\_\_\_

Please fax time cards 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 send the unsigned time slip listing your hours worked. You can then follow up later in the week with the authorized copy. This additional safeguard will insure that you are paid on time.

**PLEASE FAX TO 877-375-2450**