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| Time Sheet |
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|   |
|
| [COMPANY NAME] |
|  |
| [8056, 2nd street Barrington] |  |  |  |  |  |   |  |
| [California 95055] |  | Team Lead: | Emily Rose |  | Date: |
| [+1545456551] |  | Manager: | Maxwell Holt |  | 25-02-21 |
| [Company@gmail.com] |  | Supervisor: | Clementine |  |
|   |
| **EMPLOYEE NAME** | **MORNING**  | **AFTERNOON** | **OVER TIME** | **FOR OFFICE USE ONLY** |
| **IN** | **OUT** | **IN** | **OUT** | **IN** | **OUT** |  **WORKED HOURS** | **OVERTIME HOURS** |
| Alex Smith | 7:30 AM | 12:30 PM | 1:15 PM | 5:00 PM | 5:00 PM | 6:00 PM | 8 | 1.2 |
| Olivia Butch | 8:00 AM | 1:00 PM | 1:45 PM | 5:15 PM | 5:15 PM | 7:00 PM | 9.5 | 1.6 |
| Carson Cassidy | 8:30 AM | 12:30 PM | 1:15 PM | 4:30 PM | 4:30 PM | 6:30 PM | 10.5 | 1 |
| Adam Smith | 7:30 AM | 12:00 PM | 12:45 PM | 4:30 PM | 4:30 PM | 5:15 PM | 9.32 | 1.7 |
| Charlotte | 8:00 AM | 1:00 PM | 1:45 PM | 5:15 PM | 5:15 PM | 7:00 PM | 9.5 | 1.6 |
| Calvin Clinton | 8:30 AM | 12:30 PM | 1:15 PM | 4:30 PM | 4:30 PM | 6:30 PM | 10.6 | 2.3 |