

**Alternative Staffing, Inc.
and/or H-Tech**

902 Steen Road
Bridgeville, PA 15017
Ph: 412-221-4541

T I M E S H E E T

____ / ____ / ____
Week Ending Date: (Sun)

Employee Name:					
Work/Client Site:					
	Start Time	End Time	Break	TOTAL Regular	TOTAL Overtime
MON					
TUE					
WED					
THU					
FRI					
SAT					
SUN					
TOTALS					

NOTE: Submit Completed and Signed Time Sheet by Fax to: 412-221-2193 or email to: kdavison@alt-staff.com every Monday for previous week worked. All time sheets not received by 8:00 AM on Tuesday will not be paid in the current pay cycle.

Employee Signature

Approved By