

Worksite: _____

PRINT Participant's Name: _____

SUMMER YOUTH EMPLOYMENT PROGRAM FOR YOUTH

TIME SHEET

Week Day	Date	Time In	Time out	Lunch Out	Lunch In	Total Hrs.
Sunday						
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						
Saturday						
Sub-total						
Sunday						
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						
Saturday						
Sub-total						
GRAND TOTAL						

Total Days Absent _____

Signature by both participant and worksite supervisor are required. Signature verifies that the participant did work the hours indicated on the time sheet. Failure to sign the time sheet will result in the participant not getting paid.

PARTICIPANT'S SIGNATURE: _____

WORKSITE SUPERVISOR SIGNATURE: _____

.....
CCDJFS Agency Use Only

Date Time Sheet was received at CCDJFS: _____

Signature of CCDJFS to Authorize for Payment: _____