

## **OHIO VETS Bimonthly Timesheet**

Make copies of this timesheet

Participant:								Worker:									
								Service Period:						Month Year			
				Pa	yroll	for the	First	Half	of the	е Мо	nth						
Day of Month	1	2	3	4	5	6	7	8		•	10	11	12	13	14	15	
Time In	AM/PM	AM/PM	AM/PM	AM/PM	AM/PM	AM/PM	I AM/PM	I AM/F	PM AM	PM /	AM/PM	AM/PM	AM/PM	AM/PM	AM/PM	AM/PM	
Time Out	AM/PM	AM/PM	AM/PM	AM/PM	AM/PM	AM/PM	I AM/PN	1 AM/F	M AM	/PM	AM/PM	AM/PM	AM/PM	AM/PM	AM/PM	AM/PM	
# of Hours Worked																	
	Se	rvice H	ours To	otal:													
Your signatu	ure cont	firms the	e inform	nation r	provide	d above	is com	plete a	and acc	curate.							
3				,				•									
<b>Employ</b>	ate		Worker Signature Date														
				Pay	roll fo	r the S	Secon	d Ha	lf of t	he M	lonth						
Day of Month	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
Time In	AM/PM	AM/PM	AM/PM	AM/PM	AM/PM	AM/PM	AM/PM	AM/PM	AM/PM	AM/PN	1 AM/PI	M AM/PI	M AM/PI	M AM/PN	AM/PM	AM/PM	
Time Out	AM/PM	AM/PM	AM/PM	AM/PM	AM/PM	AM/PM	AM/PM	AM/PM	AM/PM	AM/PN	1 AM/P	M AM/PI	M AM/PI	M AM/PN	AM/PM	AM/PM	
# of Hours Worked																	
	Sei	rvice H	ours To	otal:													
Your signatu	ure cont	firms the	e inforn	nation p	orovide	d above	e is com	plete a	and acc	curate.							
Employer Signature				Date Control of the C					Worker Signature					Date			
Timeshee	ts are d	ue to Pa	alco by	5 pm (		the 19 <sup>th</sup>		nalf of		onth)	and 4	h (seco	ond ha	f of the	month	).	

Email To: timesheets@palcofirst.com Fax To: 501-821-0045

Mail To: Palco P.O. Box 13260, Maumelle, AR 72113