

MASON COUNTY EASTERN SCHOOLS  
GENERAL TIMECARD

Payroll Date: \_\_\_\_\_

DATE	DAY	TIME IN	TIME OUT	HOURS
	FRIDAY			
	MONDAY			
	TUESDAY			
	WEDNESDAY			
	THURSDAY			
			WEEK ONE TOTAL HOURS	

DATE	DAY	TIME IN	TIME OUT	HOURS
	FRIDAY			
	MONDAY			
	TUESDAY			
	WEDNESDAY			
	THURSDAY			
			WEEK TWO TOTAL HOURS	

	<b>TOTAL COMBINED HOURS</b>	
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\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Superintendent's Signature