



## Weekly Programs/Special Events Timesheet 2022

All timesheets are due to SEASPAR by midnight Saturday. Indicate current pay period below:

- |                                   |                                   |                                    |                                    |                                    |                                    |                                    |                                    |                                   |
|-----------------------------------|-----------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|-----------------------------------|
| <input type="checkbox"/> #1-1/8   | <input type="checkbox"/> #3-1/22  | <input type="checkbox"/> #5-2/5    | <input type="checkbox"/> #7-2/19   | <input type="checkbox"/> #9-3/5    | <input type="checkbox"/> #11-3/19  | <input type="checkbox"/> #13-4/2   | <input type="checkbox"/> #15-4/16  | <input type="checkbox"/> #17-4/30 |
| <input type="checkbox"/> #19-5/14 | <input type="checkbox"/> #21-5/28 | <input type="checkbox"/> #23-6/11  | <input type="checkbox"/> #25-6/25  | <input type="checkbox"/> #27-7/9   | <input type="checkbox"/> #29-7/23  | <input type="checkbox"/> #31-8/6   | <input type="checkbox"/> #33-8/20  | <input type="checkbox"/> #35-9/3  |
| <input type="checkbox"/> #37-9/17 | <input type="checkbox"/> #39-10/1 | <input type="checkbox"/> #41-10/15 | <input type="checkbox"/> #43-10/29 | <input type="checkbox"/> #45-11/12 | <input type="checkbox"/> #47-11/26 | <input type="checkbox"/> #49-12/10 | <input type="checkbox"/> #51-12/24 |                                   |

Partial hours are totaled as follows:    ¼ hour = .25            ½ hour = .50            ¾ hour = .75									Office Use Only	
									Date Rec'd	
Program Name	<input checked="" type="checkbox"/> Leader	<input checked="" type="checkbox"/> Driver	Day	Date	Start Time	End Time	Total Hours	Leader Approval	Manager Approval	Payroll Dept.
	<input type="checkbox"/>	<input type="checkbox"/>								
	<input type="checkbox"/>	<input type="checkbox"/>								
	<input type="checkbox"/>	<input type="checkbox"/>								
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	<input type="checkbox"/>	<input type="checkbox"/>								
	<input type="checkbox"/>	<input type="checkbox"/>								

Total Hours \_\_\_\_\_

Staff Name \_\_\_\_\_ (Please Print) \_\_\_\_\_ Date \_\_\_\_\_