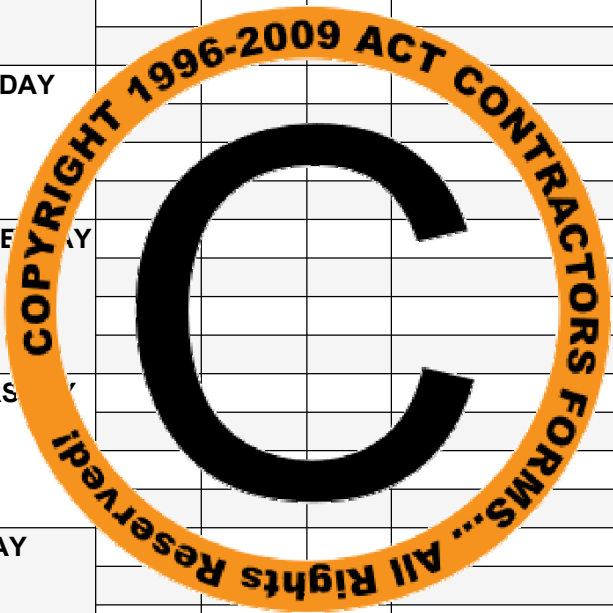


**WEEKLY TIME SHEET**  
**YourCompanyNameHere**

<b>Name:</b>					
<b>Week Ending:</b>					
<i>(date under day)</i>	Clock In	Clock Out	Hours	Job	Code
<b>MONDAY</b>					
<b>TUESDAY</b>					
<b>WEDNESDAY</b>					
<b>THURSDAY</b>					
<b>FRIDAY</b>					
<b>SATURDAY</b>					
<b>SUNDAY</b>					
<b>TOTAL HOURS:</b>			0		
<b>REGULAR HOURS:</b>					
<b>OVER TIME HOURS:</b>			0		



**WORK CODES**

SITE WORK (SW)		WEATHER	FINISHING COMPLETION (BC)
SW1	Demolition	WT1 Water	Countertops - Formica
SW2	Clearing/Stakeout	WT2	Countertops - Tile
SW3	Excavation	WT3	Countertops - Other
SW4	Drainage/Retain. Walls	WT4	Shower Enclosures
SW5	Backfill/Grading	WT5	Accessories
SW6	Septic	WT6	Shower Doors
SW7	Trench./Utility Connect.	WT7	Doors
SW8		WT8	Interior Painting - Walls
SW9		WT9	Interior Painting - Trim
<b>FOUNDATIONS</b>			Roofing
FN1	Foundation		Floors - Hardwood
FN2			Floors - Carpet
FN3			Floors - Vinyl
			Floors - Tile & Stone
			Plumbing
			Electrical
			Security System
RI1			Painting
RI2			Touch-up
RI3			Touch-up
RI4			Touch-up
RI5	Masonry		Painting
RI6	Prefab		Touch-up
RI7	Stucco		Touch-up
RI8			
RI9			
RI10			
RI11			
RI12	Lighting		
RI13	Concrete Floor		
RI14	Fire Sprinklers		
RI15		MS2	Room Clean
RI16		MS3	Interior
RI17		MS4	Exterior
RI18		MS5	
RI19		MS6	
RI20		MS7	
RI21		MS8	

**THIS IS FORM "WTS"**  
 Weekly time sheet. This form includes a "work code" system that can be modified to fit the operations of **YOUR** business.