

## Semi-Monthly Non-Exempt Time Card

Employee: \_\_\_\_\_ Employee ID: \_\_\_\_\_  
 Supervisor: \_\_\_\_\_ Starting Date: \_\_\_\_\_

Hours	Day of the Month															
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
Regular Hours																
Overtime																
Vacation																
Holiday																
Jury Duty																
Sick																
Displacement																
Parental Leave																
Travel																
Training																
Other																
<b>Total</b>																

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