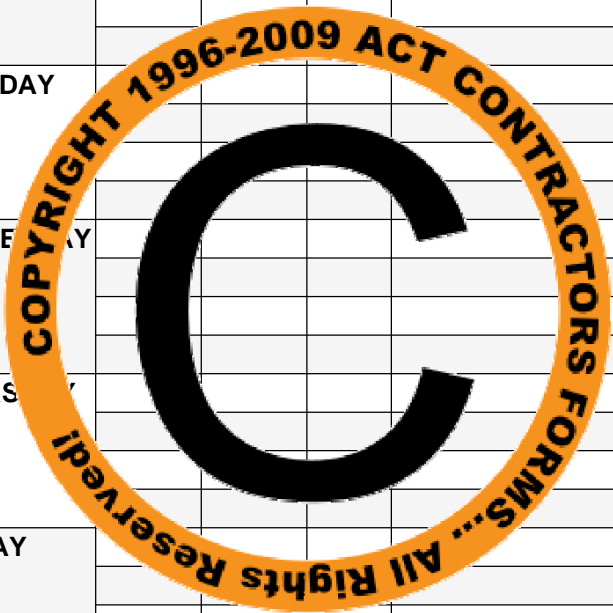


**WEEKLY TIME SHEET**  
YourCompanyNameHere

<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 CODE**

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	Floor Painting - Walls
SW9		WT9	Floor Painting - Trim
FOUNDATION			Roofing
FN1			Floors - Hardwood
FN2			Floors - Carpet
FN3			Floors - Vinyl
			Floors - Tile & Stone
			Plumbing
			Electrical
			Security System
RI1			
RI2			
RI3			
RI4			
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	Final Interior
RI17		MS4	Final 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.