

Haskins Laboratories

2007 Salaried/Academic/Daily Paid Employee Timesheet

Employee Name (printed): _____

Pay Period Ending Date: _____

Employee Name (signature): _____

% Allocation by project: _____

	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Totals
Calendar Dates:											
Work Hours											
Vacation Hours											
Sick Hours											
Holiday Hours											
Other Hours*											
Total Hours											

*Please specify, for example, jury duty, bereavement, military, etc.

2007 Holidays	
New Years	1-Jan
MLK Jr. Day	15-Jan
President's Day	19-Feb
Good Friday	6-Apr
Memorial Day	28-May
Independence Day	4-Jul
Labor Day	3-Sep
Columbus Day	8-Oct
Thanksgiving	22-Nov
Thanksgiving	23-Nov
Christmas	24-Dec
Christmas	25-Dec
New Years Eve	31-Dec

2007 Pay Period Ending Dates	
12-Jan	13-Jul
26-Jan	27-Jul
9-Feb	10-Aug
23-Feb	24-Aug
9-Mar	7-Sep
23-Mar	21-Sep
6-Apr	5-Oct
20-Apr	19-Oct
4-May	2-Nov
18-May	16-Nov
1-Jun	30-Nov
15-Jun	14-Dec
29-Jun	28-Dec