BEREAN BAPTIST CHURCH & ACADEMY

Name→ _____

	HOURS	DEPARTMENT	Additional Information
1st Payroll			
24			
25			
26			
27			
28			
29			
30			
31			
1			
2			
3			
4			
5			
6			
7			
2nd. Payroll			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
		MISSED TIME--Previous Period	
Date	**Hours**	**Department**	**Additional Information**

TOTAL HOURS _____