



RAPPAHANNOCK COUNTY PUBLIC SCHOOLS

School Board Office - 6 Schoolhouse Road
Washington, Virginia 22747

Telephone (540) 987-8773

Fax (540) 987-8896

E-mail Address DIV078@pen.k12.va.us

Hourly Employee Pay Form

Name _____

Job Performed _____ Location _____

Pay Period _____

Total Hours Worked _____

Turn completed time sheet in to the Finance Dept. on the 15th of each month.

Day	Date	Hours
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Total Hours =		

Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Total Hours =		

Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Total Hours =		

Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Total Hours =		

Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Total Hours =		

Supervisor's Approval _____ Date _____

Revised 7/2007