

Monthly Time Sheet

Rose Bonertz

Street Address:	Box 2288	Pay Period Start Date:	2017-08-01
Address 2:		Pay Period End Date:	2017-08-30
City, State ZIP:	Pincher Creek, AB T0K 1W0	Employee Phone:	
Employee:	Rose Bonertz	Employee Email:	
Manager:	Brett Wuth		

Day	Date	Regular Hours	Description	Duties	Column1	Total
Tuesday	2017-08-01					0.00
	2017-08-02					0.00
Thursday	2017-08-10	2.00	President	Meeting with Brett via Phone		40.00
Friday	2017-08-11	3.00	Accounting	Upload timesheets, invoices and financials		60.00
		2.00	Secretary	Insurance Application		40.00
Monday	2017-08-14	1.00	Secretary	Picked up mail and membership binder		20.00
		2.00	Membership	Updated membership binder		40.00
Tuesday	2017-08-15	1.00	Membership	Returned Membership Binder and deposited chq		20.00
Wednesday	2017-08-16	4.00	Treasurer	Reconciled all accounts. Printed Reports and sent emails regarding same.		80.00
Monday	2017-08-21	8.00	President	AGLC Audit		160.00
Tuesday	2017-08-22	5.00	President	AGLC Audit		100.00
Wednesday	2017-08-23	3.00	President	AGLC Audit and National Insurance		60.00
Thursday	2017-08-24	4.00	President	AGLC Audit and National Insurance		80.00
						0.00
Copies			65.00			5.20
Total Hours		35.00	65.00	0.00	0.00	705.20
Rate Per Hour		\$20.00	\$0.00	\$20.00	\$20.00	
Total Pay		\$700.00	\$0.00	\$0.00	\$0.00	\$705.20

Employee Signature

Manager Signature