

Client Name:

Address:

Employee Name:

AI Dent#:

DAY	DATE	START	LUNCH		FINISH	HOURS
			OUT	IN		

Monday
Tuesday
Wednesday
Thursday
Friday
Saturday
Sunday

10 minute breaks	Yes	No	Total hours
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**Timecards must be returned to SPS by 2 PM Monday.**

Be sure to notify us if any of your contact information changes.



SEQUOIA PERSONNEL SERVICES

436 Harris Street

Eureka, CA 95503

P: (707) 445-9641

F: (707) 443-5627

payroll@sequoiapersonnel.com

Employer Authorized Signature:

Employee Signature: