

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	

**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: