



..... Romanoff Heating & Cooling
Payroll Time Sheet

Name: _____

Number: _____

Week Ending: _____

Job #	Model/Lot #	Phase Code	Time	Hours							Rough		Finish		Other Tasks		Total Amount	
				Mon	Tue	Wed	Thu	Fri	Sat	Sun	Total	Amount	Split %	Amount	Split %	Code		\$
			In															
			Out															
			Hours															
			In															
			Out															
			Hours															
			In															
			Out															
			Hours															
			In															
			Out															
			Hours															
			In															
			Out															
			Hours															

Final Total

Phase Codes	
Code	Description
1	Rough
2	Ø } æ^
3	Šž ^+^c
4	V:ā
5	AC
7	Billable Service
8	Warranty

Employee Signature _____ Date _____

Manager Approval _____ Date _____

Supervisor Approval _____ Date _____

BY SIGNING THIS TIMESHEET YOU ARE STATING THAT YOU VALIDATE ALL HOURS WORKED AND ALL PIECE RATE AMOUNTS ARE CORRECT