Turtle Island Staffing	
Aboriginal Staffing Agency	
420 O'Connor Street, Suite 1100, Ottawa, Ontario, K2P 1W4	
Tel: (613)567.8828 Fax: (613)567.4898 Email: finance@tistaffing.com	
www.tistaffing.com	

PSAB Qualified (Set-Aside) / THS SO - SA / PS Online

WEEKLY EMPLOYEE TIMESHEET

ALL TIMESHEETS ARE DUE BY MONDAY AT 11:00AM AT THE LATEST WITHOUT EXCEPTIONS

*ALL TIMESHEETS MUST BE SIGNED BY THE SIGNING AUTHORITY AND ALL OTHER PERTINENT INFORMATION MUST BE FILLED OUT IN ORDER TO RECEIVE PROMPT PAYMENT.

	EMPLOYEE NAME:
	DATE OF BIRTH:
	-
	SIN #:
	DEPARTMENT:
	WORK ADDRESS:
-	WORK PHONE #:
TO:	TIMESHEET FOR THE WEEK: FROM:

	DATE	TIME IN	LUNCH	TIME OUT	DAILY HOURS
MONDAY					
TUESDAY		Zala I		1000	
WEDNESDAY	and a	GX XX	XX		
THURSDAY	1920	Call 1/2			
FRIDAY		ALEXI HILL	Sall UZunna		-
SATURDAY				lan.	
SUNDAY					
	A			TOTAL HOURS	

TOTAL HOURS REPORTED

EMPLOYEE SIGNATURE

DATE

SIGNING AUTHORITY SIGNATURE

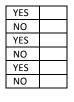
DATE

*OVERTIME IN THE PROVINCE OF ONTARIO IS HOURS WORKED IN THE EXCESS OF 44 HOURS PER WEEK.

Direct Deposit

Pick-Up

Mail



NAME OF SIGNING AUTHORITY (PLEASE PRINT)