



Portage Lakes | Career Center

For Treasurers Office Use Only	
Attendance:	_____
Posted:	_____

Pay to: _____
 Assignment: _____
 For the Week Of: _____ through _____

Date Worked	Number of Hours Worked
Total Weekly Hours	

Hours _____ \$ _____ \$ _____

Signed: _____ Date: _____

Approved: _____ Date: _____