



UNIVERSITY OF CALIFORNIA, LOS ANGELES  
**ELECTRICAL ENGINEERING**



NAME \_\_\_\_\_ TITLE: \_\_\_\_\_ MONTH: August 2010  
 (PRINT LAST NAME, FIRST NAME)

MONTHLY TIMESHEET MUST BE TURNED IN BY 9:00AM ON THE DUE DATE

ID#	ACCOUNT & ID NUMBER		
	(A)Acct.ID:	(B)Acct.ID:	(C)Acct.ID:
	Account & Fund #:	Account & Fund #:	Account & Fund #:
DO NOT USE FRACTIONS OR DECIMALS WHEN REPORTING HOURS WORKED !			
	DATE	HOURS	HOURS
	1	XXX	XXX
	2		
	3		
	4		
	5		
	6		
	7	XXX	XXX
	8	XXX	XXX
	9		
	10		
	11		
	12		
	13		
	14	XXX	XXX
	15	XXX	XXX
	16		
	17		
	18		
	19		
	20		
	21	XXX	XXX
	22	XXX	XXX
	23		
	24		
	25		
	26		
	27		
	28	XXX	XXX
	29	XXX	XXX
	30		
	31		

**THIS SECTION FOR PAYROLL OFFICE USE ONLY!**

APPOINTMENT PERCENT: \_\_\_\_\_

ACCOUNT ID NUMBER: \_\_\_\_\_ (A)

HOURS: \_\_\_\_\_ DIV BY: \_\_\_\_\_ = \_\_\_\_\_

ACCOUNT ID NUMBER: \_\_\_\_\_ (B)

HOURS: \_\_\_\_\_ DIV BY: \_\_\_\_\_ = \_\_\_\_\_

ACCOUNT ID NUMBER: \_\_\_\_\_ (C)

HOURS: \_\_\_\_\_ DIV BY: \_\_\_\_\_ = \_\_\_\_\_

MONTHLY RATE: \_\_\_\_\_

POSTED BY: \_\_\_\_\_

NOTES: *Due Date: August 7th*

Thank you!

LAST MONTH HOURS				
DATE	SL/VAC	ACCOUNT NUMBER	TAKEN	OTHER

E-MAIL ADDRESS: \_\_\_\_\_ TOTAL HOURS THIS MONTH: \_\_\_\_\_

EMPLOYEE SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_