

**Lakewood Community Recreation and Education Department
Youth and Adult Activities Timesheet**

NAME			Youth & Adult Activities				DUE DATE		PAY DATE	
LAS 4 of SOCIAL SECURITY NUMBER						A	LPS	NPS		
DAY	DATE	POSITION	IN ACTUAL	OUT ACTUAL	POSITION	IN ACTUAL	OUT ACTUAL	TOTAL HOURS		
SAT	/ /									
SUN	/ /									
MON	/ /									
TUE	/ /									
WED	/ /									
THUR	/ /									
FRI	/ /									
SAT	/ /									
SUN	/ /									
MON	/ /									
TUE	/ /									
WED	/ /									
THUR	/ /									
FRI	/ /									
								PAY RATE/ PER HOUR		
TOTAL HOURS WORKED BY POSITION										
YA	Youth Activities						001 3210 142 9001 204			
AA	Adult Activities						001 3210 142 9001 201			
CCD	Camp-Can-Do						001 3210 142 9001 204			
STOP	STOP						001 3210 142 9001 204			
STOP	Safety Town						001 3210 142 9001 204			
KC	Kids Connection						001 3210 142 9001 204			
Any variance from regular work schedule/attached documentation										
Employees Signature					Manager's Signature					
By signing this timesheet, I declare all information to be true and accurate										