

Weekly Team Attendance Form

This **weekly team attendance form sample** is designed to efficiently track and record employee attendance on a weekly basis. It includes sections for marking presence, absences, and late arrivals, along with a dedicated remarks area for additional notes. This form ensures accurate monitoring of team attendance while providing space for any relevant comments or explanations.

Employee Name	Attendance					Remarks
	Mon	Tue	Wed	Thu	Fri	
<input type="text" value="Enter name"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text" value="Add remarks"/>
<input type="text" value="Enter name"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text" value="Add remarks"/>
<input type="text" value="Enter name"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="text" value="Add remarks"/>

Submit Attendance