Hourly Employee Timesheet Form

This **hourly employee timesheet form** sample efficiently tracks work hours including designated lunch breaks, ensuring accurate payroll processing. It simplifies time management by clearly distinguishing between working hours and break times. Ideal for businesses aiming to maintain precise employee attendance records.

Employee Name: _____   **Employee ID:** _____

Week Starting: _____

Date	Time In	Lunch Out	Lunch In	Time Out	Total Hours Worked	Notes
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						
Saturday						
Sunday						
Weekly Total Hours						

Employee Signature:

_____
Date: _____

Supervisor Signature:

_____
Date: _____