

Free Bi-Weekly Timesheet Form Sample with Lunch Breaks

Download our **free bi-weekly timesheet form sample** designed to accurately track work hours and lunch breaks. This user-friendly template helps ensure precise payroll management and compliance. Simplify employee time tracking with this easy-to-use form.

Employee Name:		Employee ID:	
Department:		Supervisor:	
Bi-Weekly Period:	From: _____ To: _____		

Date	Day	Time In	Lunch Start	Lunch End	Time Out	Total Hours Worked	Notes
	Monday						
	Tuesday						
	Wednesday						
	Thursday						
	Friday						
	Saturday						
	Sunday						
	Monday						
	Tuesday						
	Wednesday						
	Thursday						
	Friday						
	Saturday						
	Sunday						
TOTAL HOURS WORKED:							

Employee Signature:

Supervisor Approval:

Date: _____