

Overtime Timesheet Form Sample for Night Shift Workers

Use this **overtime timesheet form sample** to accurately record night shift workers' extra hours. The form ensures precise tracking of time worked beyond regular schedules, facilitating efficient payroll processing. It is tailored to support the unique needs of night shift employees and management.

Employee Information

Employee Name		Employee ID	
Department		Supervisor	

Overtime Record (Night Shift Only)

Date	Regular Shift Hours	Overtime Start Time	Overtime End Time	Total Overtime Hours	Supervisor Initials
	10:00 PM - 6:00 AM				
	10:00 PM - 6:00 AM				
	10:00 PM - 6:00 AM				

Summary

Total Overtime Hours This Period		
----------------------------------	--	--

Employee Signature		Date	
Supervisor Signature		Date	