

WEEKLY TIME SHEET
YOUR COMPANY NAME HERE

Name:					
Week Ending:					
<i>(date under day)</i>	Clock In	Clock Out	Hours	Job	Code
MONDAY					
TUESDAY					
WEDNESDAY					
THURSDAY					
FRIDAY					
SATURDAY					
SUNDAY					
TOTAL HOURS:			0		
REGULAR HOURS:					
OVER TIME HOURS:			0		

WORK CODES

SITE WORK (SW)	WEATHER-TITE (WT)	BUILDING COMPLETION (BC)
SW		ps - Formica
SW2		ps - Tile
SW3		ps - Other
SW4 L		ower Enclosures
SW5 Ba.		ssories
SW6 Sept		ower Doors
SW7 Trench		
SW8		inting - Walls
SW9		inting - Trim
FOUNDATIO		ing
FN1 Footings		ardwood
FN2 Slab		arpet
FN3 Groun		inyl
FN4 Grc		ile & Stone
FN5 V		mbing
FN6		ctrical
FN7		ystem
		s
RI1		AC
RI2		cks & Porches
RI3 Fi.		Flatwork
RI4 Fran.		
RI5 Masonr,		ng
RI6 Prefab Tut.		ch-up
RI7 Structural Ste.		n-up
RI8 Rough Plumbing		
RI9 Rough Electrical		
RI10 Rough HVAC		
RI11 Specialty Wiring		
RI12 Lightweight Concr		
RI13 Concrete Floors		
RI14 Fire Sprinklers		
RI15		
RI16		
RI17		
RI18		
RI19		
RI20		
RI21		



**THIS IS FORM WTS
WEEKLY TIME SHEET**

**THIS IS ONE OF THE FORMS
INCLUDED IN THE FULL VERSION OF
ACT CONTRACTORS FORMS ON DISK
FOR CALIFORNIA
GENERAL CONTRACTORS
SOFTWARE**

1.800.820.5656

UP (CL)
Broom Clean
Final Interior
Final Exterior

3 PERMIT
t