

# OVERTIME PAYROLL STATEMENT

Hours & Earnings Record

<b>Employee Name:</b>	.....
<b>Employee ID:</b>	.....
<b>Department:</b>	.....
<b>Job Title:</b>	.....
<b>Pay Period Start:</b>	.....
<b>Pay Period End:</b>	.....
<b>Payment Date:</b>	.....
<b>Supervisor:</b>	.....

DATE	DAY OF WEEK	REGULAR HOURS	OVERTIME HOURS (1.5X)	DOUBLE TIME (2.0X)	TOTAL HOURS WORKED
<b>Total Hours:</b>					

<b>Hourly Rate:</b>	
<b>Regular Earnings:</b>	
<b>Overtime Rate (1.5x):</b>	
<b>Overtime Earnings:</b>	
<b>Double Time Rate (2.0x):</b>	
<b>Double Time Earnings:</b>	
<b>Gross Payroll:</b>	

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EMPLOYEE SIGNATURE

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AUTHORIZED APPROVER SIGNATURE