

WEEKLY CONSULTANT PAYROLL LOG

Consultant Hours & Rate Verification

CONSULTANT NAME

WEEK ENDING DATE

CONSULTANT ID

DEPARTMENT / PROJECT

MANAGER / APPROVER

BILLING RATE (STD)

DAY	DATE	DESCRIPTION OF SERVICES PERFORMED	HOURS	HOURLY RATE	TOTAL (\$)
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Sunday					

Total Summary:

CONSULTANT SIGNATURE

Date:

AUTHORIZED APPROVER SIGNATURE

Date: