

Name:

Phone:

Week Ending:

Jobsite Info:		Subsistence:			Jobsite Hours:			
Plant- Location:	Description of work:	Start Location	End Location	Overnite	Time In	Time Out	Lunch	Hours
Monday								
Tuesday								
Wednesday								
Thursday								
Friday								
Saturday								
Sunday								
Total Hours								

All drive time will be compensated on a per Mileage bases and will be noted on your paycheck under subsistence, along with your travel subsistence.

All time cards are to be submitted to Jeanne by 8:00 AM Mondays. Email: jeannek@cccincofmelrose.com or Text: 320-492-8431