



CLOCKING OUT FROM RISK

WEEKLY TIME SHEET

COMPANY NAME: _____
 ADDRESS: _____
 PHONE: _____

NAME OF EMPLOYEE: _____
 DEPARTMENT: _____

FOR WEEK ENDING: _____
 EXEMPTIONS: _____

DAY OF WEEK	TIME IN	TIME OUT	OVERTIME	FOR OFFICE USE ONLY	
				REGULAR HOURS	OVERTIME HOURS
MONDAY					
TUESDAY					
MONDAY					
TUESDAY					
MONDAY					
TUESDAY					
TUESDAY					

51%

of organizations in the US still use paper timesheets.

Government Finance Officers Association (2014)

ACA PENALTIES OF



\$2,000 - \$3,000

IRS (2016)



The average company's payroll error rate is

1.2%

IRS (2016)

PAYROLL FRAUD HAPPENS

in 27% of all businesses

Forbes (2013)



IMPROVE OUTCOMES | REDUCE COSTS | ACHIEVE SUCCESS