

Biweekly Contractor Hour Log

Company Name: _____

Employee Name: _____

Supervisor: _____

Period Covered: _____ to _____

Hourly Rate: _____ /Hour

Week 1	Day	Start Time	End Time	Regular Hours	Overtime Hours	Total Hours
	Monday					
	Tuesday					
	Wednesday					
	Thursday					
	Friday					
	Saturday					
Week 2	Sunday					
			Weekly Total:			
	Monday					
	Tuesday					
	Wednesday					
	Thursday					
	Friday					
	Saturday					
	Sunday					
			Weekly Total:			
			Biweekly Totals:			
					Total Pay:	

Approved By: _____

Total Pay Calculation:
(Regular Hours x Hourly Rate) +
(Overtime Hours x (Hourly Rate x))

Employee Signature: _____
Date

Supervisor Signature: _____
Date