

**Cattaraugus, Allegany, Erie & Wyoming
Board Of Cooperative Education
1825 Windfall Road
Olean, NY 14760-9735**

HOURLY EMPLOYEE TIME SHEET
(Submit bi-weekly)

Name _____

Building or Location _____

Job Title/Position (from board appointment) _____

Date	Beginning Time	Ending Time	Hours	Location/Notes
Total Hours				

(Employee's Signature) _____
Date

(Supervisor's Signature) _____
Date

(Director's Signature) _____
Date

Budget Code