

# Glendora U.S.D. Overtime Sheet

NAME \_\_\_\_\_ (TYPE OR PRINT)

DATE \_\_\_\_\_

DATE	HOURS FROM	TO	OVERTIME	CLASSIFICATION: REASON FOR OVERTIME	PRIOR APPROVAL BY:
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					
31					
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
		TOTAL			

\_\_\_\_\_  
SIGNATURE OF EMPLOYEE

\_\_\_\_\_  
SIGNATURE OF SUPERVISOR

(PRINT ON YELLOW PAPER)