



Turtle River School Division

Non-Teaching Substitute Time Sheet

Name:		
Month:	Year:	School:

Please do **not** put more than one pay period on a time sheet. Pay periods are from the 1st - 15th and the 16th to the end of the month.

Day	Person/Route Substituted for	Position	Hours or Days	Substitute Signature

Total Hours (Support Staff) / Total Days (Bus Drivers) _____

Approved

Secretary-Treasurer

Principal or Supervisor

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