## Time Clock Correction

Time Clock Correction		Time C	Time Clock Correction	
Name	Dept	Name	Dept	
Employee # Date of corn	rection	Employee #	of correction	
Sun Mon Tue	(am/am) (Add/Dalata) Sat	Sun Mon Tu		
Time In  Meal  Meal  Time Out  Explanation	(am/pm) (Add/Delete) (am/pm) (Add/Delete)	Meal Meal	(am/pm)       (Add/Delete)         (am/pm)       (Add/Delete)         (am/pm)       (Add/Delete)         (am/pm)       (Add/Delete)	
Total hours for the day:		Total hours for the day	Total hours for the day:	
Supervisor signature	Date	Supervisor signature	Date	
Time Clock Correction		Time C	Time Clock Correction	
Name	Dept	Name	Dept	
Club		Club		
Employee #		Employee #		
Date of correction		Date	Date of correction	
Sun Mon Tue	Wed Thu Fri Sat	(Sun) (Mon) (Tu	le (Wed) (Thu) (Fri) (Sat	
Time In  Meal  Meal  Time Out  Explanation	(am/pm) (Add/Delete)	Meal Time Out	(am/pm) (Add/Delete) (am/pm) (Add/Delete) (am/pm) (Add/Delete) (am/pm) (Add/Delete) (am/pm) (Add/Delete)	
Total hours for the day:		Total hours for the day	Total hours for the day:	
Supervisor signature	Date	Supervisor signature	Date	