

Time Report

Department Name	:	Organization Code:							Schedule #:				
Employee Name	Employee	Transaction	Earn	Time	Earn	Time	Earn	Time	Rate of	Job #	Job Class	Account Template	
	Identification	Code	Туре	1	Туре	2	Туре	3	Pay				
	#												
Control Totals:													
Time 1: Time 2:			_ Time 3:				Rate of Pay:						
Transaction Numb	ers for Time Reports												
AP = 008	LV = 014	RP = 013		TE = 011				TX ((HANDWF	RITTEN)	= 005		
DC = 012	LX = 006	RX = 007		TX (PREPRINTED) = 002									

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For additional payroll information, including forms and schedules, please visit: osc.colorado.gov/financial-operations/central-payroll