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|  |  | **Overtime Sheet** | | | | |  |  |  |  |  |  |
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|  |  | **[Your Company Name]** | | | |  |  |  |  |  |  |  |
|  |  | [Your Slogan Here] | | | |  |  |  |  |  |  |  |
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|  |  | **Employee Name:** | | |  |  | **Personnel Numbers:** | | | | |  |
|  |  | **SIN:** | | |  |  | **Department:** | | | | |  |
|  |  | **Supervisor:** | | |  |  | **OT Bank Balance Carried Forward:** | | | | |  |
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|  |  | **Date** | | **Hours Worked** | | **Overtime Hours Earned** | | **OT Hours** | | **OT Hours** | |  |
|  |  | **(dd/mm/yyyy)** | | **(in excess of 36.25)** | | **(Hours Worked x 1.5)** | | **Banked** | | **Paid Out** | |  |
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|  |  | **Totals** | | **$0.00** | | **$0.00** | | **$0.00** | | **$0.00** | |  |
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