## ARENA Technical Resources, LLC WeekEnding Consultant Time Sheet WorkPhoneNumber **LastName FirstName ClientName EmailAddress** SAT SUN MON TUE WED THU FRI **TOTAL** JOB CODE 1/<u>10s</u> 1/10s 1<u>/10s</u> <u>1/10s</u> Hrs <u>1/10s</u> Hrs <u>1/10s</u> Hrs <u>1/10s</u> 1/10s **TOTAL STANDARD HOURS** LEAVE CODE — Salaried Employees Only Leave SUN TUE WED THU SAT MON FRI **TOTAL** Code Hrs <u>1/10s</u> Hrs 1/10s Hrs 1/10s Hrs <u>1/10s</u> Hrs <u>1/10s</u> Hrs 1/10s Hrs 1/10s Hrs 1/10s Hours Type - Non-Chargable (Enter the appropriate number at right) 31 Paid Time Off 36 Jury Duty/Paid Military Leave 37 Unpaid Time Off 38 Bereavement **TOTAL LEAVE HOURS TOTAL HOURS** ClientSignature **ConsultantSignature ATR** 104 S Washington St Rockville, MD 20850 Email to: time@atr.com Date or FAX to 301-654-0066