

TIME SHEET
SDA Church - Greater Sydney Conference

Employees Name: _____

Fortnight Ending: _____

Date	Day	Job Details	Time on Job		Total Hours	Office Use
			From	To		
Total Hours						

Your Signature: _____

Supervisor Signature: _____

The government legislation dictates that an employer pays superannuation guarantee for an employee who earns \$450 or more in each monthly period. This figure is unknown at the stage of your request to pay this employee, however, it will be charged to your KChurch account.