

South Texas School Furniture
Lavaca County Office Supply
107 North Main Street
Hallettsville, Texas 77964
361-798-4364 - 361-798-4365-fax
www.texaslibrary.com

NAME: _____

Social Security Number _____
(If not already on file)

ADDRESS: _____

PHONE: _____

Project & Location: _____

Project & Location: _____

Date: _____

Date: _____

Start Time: _____ End: _____

Start Time: _____ End: _____

Hour for Dinner or Break? Yes ___ No ___

Hour for Dinner or Break? Yes ___ No ___

Total Hours: _____

Total Hours: _____

Project & Location: _____

Project & Location: _____

Date: _____

Date: _____

Start Time: _____ End: _____

Start Time: _____ End: _____

Hour for Dinner or Break? Yes ___ No ___

Hour for Dinner or Break? Yes ___ No ___

Total Hours: _____

Total Hours: _____

Project & Location: _____

If you used your own vehicle, mileage amount below:

Date: _____

Traveled to: _____ Mileage _____

Start Time: _____ End: _____

Traveled to: _____ Mileage _____

Hour for Dinner or Break? Yes ___ No ___

Traveled to: _____ Mileage _____

Total Hours: _____

Traveled to: _____ Mileage _____

If hour for break is not answered then it is assumed yes