

Timesheet

NameAnna Example

Employer / clientExample Ltd, Zurich

MonthAugust 2026

Date	Start	End	Break	Net (h)	Remark
Sat, 8/1					
Sun, 8/2					
Mon, 8/3	07:52	17:06	60 min	8.23	
Tue, 8/4	08:04	17:21	60 min	8.28	
Wed, 8/5	07:58	16:58	60 min	8.00	
Thu, 8/6	08:11	17:33	60 min	8.37	
Fri, 8/7	07:47	16:12	60 min	7.42	
Sat, 8/8					
Sun, 8/9					
Mon, 8/10					Vacation
Tue, 8/11					Vacation
Wed, 8/12					Vacation
Thu, 8/13					Vacation
Fri, 8/14					Vacation
Sat, 8/15					
Sun, 8/16					
Mon, 8/17	08:02	17:14	60 min	8.20	
Tue, 8/18	07:55	17:02	60 min	8.12	
Wed, 8/19	08:09	17:40	60 min	8.52	
Thu, 8/20	07:50	16:55	60 min	8.08	
Fri, 8/21	08:00	17:18	60 min	8.30	
Sat, 8/22					
Sun, 8/23					
Mon, 8/24	07:57	17:09	60 min	8.20	
Tue, 8/25	08:06	16:48	60 min	7.70	
Wed, 8/26	07:49	15:45	60 min	6.93	
Thu, 8/27	08:03	17:24	60 min	8.35	
Fri, 8/28	07:59	17:11	60 min	8.20	
Sat, 8/29					
Sun, 8/30					
Mon, 8/31	08:12	17:30	60 min	8.30	

Actual129.20 h

Target128.00 h

Difference+1.20 h

Date, employee signature

Date, employer signature