

# SALT LAKE SCHOOL DISTRICT TIMECARD

## Request for Additional Pay

Contract Teacher \_\_\_\_\_ Contract Other \_\_\_\_\_ Non-Contract \_\_\_\_\_

EMPLOYEE NAME: \_\_\_\_\_

ID # \_\_\_\_\_

SCHOOL/DEPARTMENT \_\_\_\_\_

REASON FOR PAY \_\_\_\_\_

ACCOUNT #											
ORGANIZATION KEY										OBJECT	
P	R	O	G	F	U	N	L	O	C		

SELECT ONE ONLY: **Amount or Days**

WORK DATE	\$ AMOUNT
<b>TOTAL \$</b>	

DAILY RATE	WORK DATE	# of DAYS
	<b>TOTAL DAYS</b>	

\_\_\_\_\_  
Signature of Employee Date

\_\_\_\_\_  
Approved by Administrator Date

\_\_\_\_\_  
Approved by Supervisor Date