

## BILLABLE PROJECT TEMPLATE

<b>Employee Id:</b>	<b>Employee Name:</b>	<b>Supervisor Name:</b>

<b>Start Date:</b>	<b>Regular Work Hours:</b>	<b>Overtime Multiple:</b>

Date	Project	Task	Normal Work hours	Over time	Total Hours	Rate (Per hour)	Amount
<b>Total</b>							

<b>Total Hours:</b>	<b>Total Billable:</b>

<b>Date:</b>	<b>Supervisor's Signature:</b>