

WEEK ONE dates:																							
Monday			Tuesday			Wednesday			Thursday			Friday			Saturday			Sunday			WEEKLY TOTALS		
Hours	\$		Hours	\$		Hours	\$		Hours	\$		Hours	\$		Hours	\$		Hours	\$		Hours	\$	
Paid		Billed	Paid		Billed	Paid		Billed	Paid		Billed	Paid		Billed	Paid		Billed	Paid		Billed	Paid		Billed
Trade			Trade			Trade			Trade			Trade			Trade			Trade			Trade		
Mrktg			Mrktg			Mrktg			Mrktg			Mrktg			Mrktg			Mrktg			Mrktg		
Admin			Admin			Admin			Admin			Admin			Admin			Admin			Admin		
Total hours:			Total hours:			Total hours:			Total hours:			Total hours:			Total hours:			Total hours:			Total hours:		

WEEK TWO dates:																							
Monday			Tuesday			Wednesday			Thursday			Friday			Saturday			Sunday			WEEKLY TOTALS		
Hours	\$		Hours	\$		Hours	\$		Hours	\$		Hours	\$		Hours	\$		Hours	\$		Hours	\$	
Paid		Billed	Paid		Billed	Paid		Billed	Paid		Billed	Paid		Billed	Paid		Billed	Paid		Billed	Paid		Billed
Trade			Trade			Trade			Trade			Trade			Trade			Trade			Trade		
Mrktg			Mrktg			Mrktg			Mrktg			Mrktg			Mrktg			Mrktg			Mrktg		
Admin			Admin			Admin			Admin			Admin			Admin			Admin			Admin		
Total hours:			Total hours:			Total hours:			Total hours:			Total hours:			Total hours:			Total hours:			Total hours:		

WEEK THREE dates:																							
Monday			Tuesday			Wednesday			Thursday			Friday			Saturday			Sunday			WEEKLY TOTALS		
Hours	\$		Hours	\$		Hours	\$		Hours	\$		Hours	\$		Hours	\$		Hours	\$		Hours	\$	
Paid		Billed	Paid		Billed	Paid		Billed	Paid		Billed	Paid		Billed	Paid		Billed	Paid		Billed	Paid		Billed
Trade			Trade			Trade			Trade			Trade			Trade			Trade			Trade		
Mrktg			Mrktg			Mrktg			Mrktg			Mrktg			Mrktg			Mrktg			Mrktg		
Admin			Admin			Admin			Admin			Admin			Admin			Admin			Admin		
Total hours:			Total hours:			Total hours:			Total hours:			Total hours:			Total hours:			Total hours:			Total hours:		

WEEK FOUR dates:																							
Monday			Tuesday			Wednesday			Thursday			Friday			Saturday			Sunday			WEEKLY TOTALS		
Hours	\$		Hours	\$		Hours	\$		Hours	\$		Hours	\$		Hours	\$		Hours	\$		Hours	\$	
Paid		Billed	Paid		Billed	Paid		Billed	Paid		Billed	Paid		Billed	Paid		Billed	Paid		Billed	Paid		Billed
Trade			Trade			Trade			Trade			Trade			Trade			Trade			Trade		
Mrktg			Mrktg			Mrktg			Mrktg			Mrktg			Mrktg			Mrktg			Mrktg		
Admin			Admin			Admin			Admin			Admin			Admin			Admin			Admin		
Total hours:			Total hours:			Total hours:			Total hours:			Total hours:			Total hours:			Total hours:			Total hours:		

MONTH: \_\_\_\_\_

TOTAL HOURS WORKED THIS MONTH:

MONTHLY INCOME GOAL: \_\_\_\_\_

TOTAL BILLED: \$

