



Northern Gateway
Public Schools

Northern Gateway Public Schools
Box 840, Whitecourt, AB T7S 1N8
Driver Time Sheet

Name: _____

Address: _____

Date	Site	Type of Trip	Driving Time	Waiting Time

Driver's Signature

Date

Supervisor's Signature

NOTE:

Hourly rate is \$18.00/per hour. Over 8 hours a day will be paid a time and a half.

Pay day is the 10th of each month, time sheets must reach the Payroll Department no later than the 3rd calendar day of each month.

Any time sheet received after the 3rd of each month will be paid on the next pay period.

Time sheets can be emailed to carizza.perrin@ngps.ca or faxed to Division Office at (780)778-6719.