SHIFT SIGN IN

Day of week	Date: DAY / MONTH / YEAR

Name of Person Working (Please Print)	Time IN	Time OUT	Make-up shift?	Covering a shift?	Whose shift are you covering?
Tim Burton	10:30	1:00	✓	✓	Georgia O'Keeffe

WHEN FULL: Move filled sheet to the black filing tower, into the slot labeled "Filled sign-in sheets"