**EASTERN OREGON UNIVERSITY OVERTIME AUTHORIZATION**

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Number of hours worked***

***Date*** ***Time of day worked*** ***Reason worked***

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Employee signature Supervisor signature

***ORIGINAL SIGNATURES PLEASE - RUBBER STAMPS NOT ACCEPTED***

**EASTERN OREGON UNIVERSITY OVERTIME AUTHORIZATION**

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Number of hours worked***

***Date*** ***Time of day worked*** ***Reason worked***

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Employee signature Supervisor signature

***ORIGINAL SIGNATURES PLEASE - RUBBER STAMPS NOT ACCEPTED***