KIOSK EXCEPTION REPORT

For use only when you are unable to check in or out of WorkRecords kiosk.

Required

Date	**Time In/Out** (circle)	**Name** (please print)	**Job Activity**	**Reason you couldn't use kiosk**	**Manager Initials**
	In/Out				
	In/Out				
	In/Out				
	In/Out				
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