



**THE ANGLICAN CHURCH OF AUSTRALIA  
THE DIOCESE OF BUNBURY**

**CASUAL, OFFICE AND GENERAL STAFF  
ADDITIONAL HOURS/OVERTIME FORM**

*Please forward this form to the Diocesan Office by email to  
[accounts@bunbury.org.au](mailto:accounts@bunbury.org.au)*

Name: \_\_\_\_\_ Parish: \_\_\_\_\_

Month of Pay Period: \_\_\_\_\_

Day	Date	Start Time	Finish Time	Hours Worked

TOTAL HOURS: \_\_\_\_\_

Staff Member: .....  
Signature Date

**AUTHORISED BY:**

Supervisor: .....  
Name (please print) Date  
.....  
Signature

**DATE RECEIVED BY DIOCESAN OFFICE:** .....