

Coach Budget & Time Sheet Info

Each cheer and pom squad will have a set budget for paying their High School Student Coaches. Each Coach will be paid \$10.00 an hour by JTA.

Once you have hired your Coaches, please e-mail Aimee Elles at jtacheer@sbcglobal.net with their names and addresses so they can be processed. Coaches must also sign the Independent Contractor Agreement. Send these agreements when you mail their first time sheet.

Age group will determine budget amounts for the entire season as follows:

Mighty Mite squads	\$350.00
3 rd through 4 th grade squads	\$550.00
5 th through 7 th grade squads	\$750.00

Time sheets must be signed by the Coach and Sponsor and submitted every two weeks. Send completed and signed time sheets to:

Aimee Elles
11442 South Emerson Avenue
Jenks, OK 74037

Coach's paychecks will be sent directly to their home.

Please keep track of how much you are paying your Coaches. Once your budget runs out, your Coaches will no longer be paid by JTA. An attempt will be made to contact Sponsors when their accounts get low, however the ultimate responsibility is on the Sponsor!

Coach Time Sheet

JTA Cheer & Pom

Date: _____ Hours worked: _____

Date: _____ Hours worked: _____

Date: _____ Hours worked: _____

Date: _____ Hours worked: _____

Date: _____ Hours worked: _____

Date: _____ Hours worked: _____

Date: _____ Hours worked: _____

TOTAL HOURS WORKED

\$ _____
TOTAL AMOUNT TO BE PAID

Please print clearly!

Coach Name _____

Address _____

Sponsor Name _____ Squad/Grade _____

Sponsor Signature _____ Coach Signature _____

Coach Time Sheet

JTA Cheer & Pom

Date: _____ Hours worked: _____

Date: _____ Hours worked: _____

Date: _____ Hours worked: _____

Date: _____ Hours worked: _____

Date: _____ Hours worked: _____

Date: _____ Hours worked: _____

Date: _____ Hours worked: _____

TOTAL HOURS WORKED

\$ _____
TOTAL AMOUNT TO BE PAID

Please print clearly!

Coach Name _____

Address _____

Sponsor Name _____ Squad/Grade _____

Sponsor Signature _____ Coach Signature _____

Time Sheet Log

To Help Keep Track of Coach Budget

Coach Name: _____
Date time sheet submitted: _____ Amount Paid: _____

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Date time sheet submitted: _____ Amount Paid: _____

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