

## Timesheet

<b>COMPANY</b>		<b>CONTACT</b>		<b>W/E DATE</b>	
<b>SITE</b>		<b>TEL.</b>		<b>FAX   01234 354352</b> <b>MMS   07867 512 787</b>	<b>EMAIL   pay@tl-group.co.uk</b>

<b>TEMPORARY WORKER NAME</b>		<b>POSITION</b>	
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	<b>DATE</b>	<b>START TIME</b>	<b>FINISH TIME</b>	<b>HOURS</b>	<b>O/T HOURS</b>	<b>TOTAL HOURS TO BE PAID</b>
<b>MONDAY</b>						
<b>TUESDAY</b>						
<b>WEDNESDAY</b>						
<b>THURSDAY</b>						
<b>FRIDAY</b>						
<b>SATURDAY</b>						
<b>SUNDAY</b>						
<b>TOTALS</b>						

<b>AUTHORISED CLIENT SIGNATURE</b>	
<b>CLIENT PRINT NAME</b>	

I agree the hours to be accurate and that all relevant breaks have been deducted.

Signing of this timesheet signifies agreement to Tradeline Recruitment Ltd Terms of Business.

**PLEASE NOTE:** Timesheets received after 1.00pm on Tuesday will be processed the following week.