

## WEEKLY TIMESHEET

Working at: ..... Weekending Date: ...../...../.....

Client Contact: ..... Client Position: .....

Name of Temporary / Contractor: ..... Temporary / Contractor Position: .....

	Date	Start Time	Finish Time	Deduct Breaks	Total Hours
<b>Monday</b>					
<b>Tuesday</b>					
<b>Wednesday</b>					
<b>Thursday</b>					
<b>Friday</b>					
<b>Saturday</b>					
<b>Sunday</b>					
	<b>TOTAL HOURS WORKED</b>				

It is confirmed that:

1. The hours shown on this timesheet have been worked
2. We have received and accepted the Bowmaker Sharpe Ltd terms of business
3. This signed timesheet will form the basis of an invoice payable with 7 days of the date of the invoice

Authorised Client Signature ..... Position .....

Printed Client Name .....

Date ..... Required Next Week? ..... Yes / No