

TIMESHEET

PLEASE RETURN NO LATER THAN MONDAY 12:00 NOON

TEMPORARY CONTRACTOR DETAILS	
Name:	Trade:

Client Name:	Contact:	W/E Date:
Site:	Tel:	Fax No:

HOURS WORKED

*Please note hours signed on sheet will be the hours paid to the temporary contractor and charged to the client, any breaks or deductions are to be made prior to the signing of the timesheet.

	Date	Start Time	Finish Time	Hours	O/T Hours	Total Hours To Be Paid
MON						
TUE						
WED						
THU						
FRI						
SAT						
SUN						
			TOTALS:			

TEMPORARY CONTRACTOR SIGNATURE	
I confirm that I have worked the hours as stated above.	
Signature:	Date:

CLIENT
I/We confirm that the hours given are correct. The standard of work was satisfactory and we accept a charge for these hours. I/We agree to pay Constructive Resources Ltd in respect of the hours given within 7 days of the invoice. I/We confirm that Constructive Resources Ltd's Terms & Conditions are the sole terms of this contract.
Authorised Signature:
Name (Please print):
Position:
Date:

NOTE: Where a worker introduced by this company enters into employment with the hirer or contracts on a self-employed basis with the hirer, or works for the hirer through another Agency or Third Party, all within 2 month's of temporary assignment or introduction, an introduction fee of 10% of annual salary (based on the charge rate for a 40 hour week for hourly paid workers) becomes payable forthwith.