CLEMTECHRAIL

Clements Technical Recruitment Ltd

TIMESHEET

9 The Spinney • Parklands Business Park • Forest Road
Denmead • Waterlooville • Hampshire • PO7 6AR
Tel: 0845 223 5323 • Accounts Fax: 0845 223 5333
email: mail@clemtech.co.uk • Registered in England No: 3531170

Client - Please retain yellow copy and return top 2 copies to Temporary Worker.

Account Address

Timesheet Number

Account Number

Your Reference

Week-Ending Date

Assignment Start Date

Name of Temporary Worker

Reg. No. Category

TIMESHEETS NOT RECEIVED BY TUESDAY 12 NOON MAY RESULT IN PAYMENT DELAY

SUMMARY OF HOURS WORKED (To be completed by Client)

	Time Started	Time Finished	Time Taken for Meals	Hours actually worked	Alternative Category
Mon.					
Tues.					
Wed.					
Thur.					
Fri.					
Sat.					
Sun					

I certify that the total of [ ] hours have been satisfactorily worked and that payment will be made in respect of these according to your terms and conditions of business which I have received and accept as the basis of this transaction.

SIGNATURE DATE POSITION

PRINT NAME

For office use only

Hours	Time Rate

PARAGON Tel: 01977 669700 Ref. 705941