

**From: Payroll - All-Temps Recruitment**

**PLEASE COMPLETE AND SIGN TIMESHEET FOR WORK CARRIED OUT  
WEEK COMMENCING:**

		*****HOURS WORKED*****							
Forename	Surname	Mon	Tues	Wed	Thur	Fri	Sat	Sun	Total

CLIENT AUTHORISATION: I CERTIFY THAT THE HOURS WORKED ARE CORRECT AS SHOWN AND THE WORK PERFORMED WAS CARRIED OUT SATISFACTORY.

**SIGNATURE:**..... **PRINT NAME:**.....

**POSITION:**..... **DATE:**.....

IN ORDER TO ENSURE PROMPT PAYMENT OF WORKERS PLEASE FAX COMPLETED FORM TO **0191 427 4513 BY MONDAY 12 NOON**

WITH MANY THANKS!