

Site Address:	Cardiff Bristol London		
Client Name & Address:	Tel no: 02920 474000 0117 989 2444 0203 1980 944		
	Fax no: 02920 474001 0117 989 2626 0203 1980 945		
	Email: info@t4recruitment.com		
	Week Ending:	Order No/Job Ref:	Consultant:

Please note that signed timesheets must reach our office by no later than 1400hrs on Monday			Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total	
T/S No	Temp Name	Trade	1	Start	Start	Start	Start	Start	Start		Start
			2	End	End	End	End	End	End		End
			3	Breaks	Breaks	Breaks	Breaks	Breaks	Breaks		Breaks
			4	Total Hours to Pay	Total Hours to Pay	Total Hours to Pay	Total Hours to Pay	Total Hours to Pay	Total Hours to Pay		Total Hours to Pay
			1								
			2								
			3								
			4								
			1								
			2								
			3								
			4								
			1								
			2								
			3								
			4								
			1								
			2								
			3								
			4								

<p>We draw your attention to the following: Failure to submit your timesheet by the time stated above will delay your payment. This timesheet must be signed by the client before submission for payment. The temporary worker will only be paid on the basis of a signed timesheet</p> <p>Temporary Worker's Signature</p>	<p>I/We confirm that I/we am/are an authorised signatory of the client, and that the total hours worked are correct and that the standard of work was satisfactory. I/We agree to pay Time 4 Recruitment's Invoice in the respect of the hours above within seven days of its date. I/We confirm that Time 4 Recruitment's Terms & Conditions are the sole terms of</p>	<p>Client Name Date</p> <div style="border: 1px solid black; padding: 5px; width: fit-content;"> Authorised Signatory </div>
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