

Time Sheet	Week Ending / /
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Worker Details
Name:
Position:
Ltd Co Name:

Client Details
Client Name:
Site:
Authorised Supervisor:

	Date	Start Time	Finish Time	Hours/Days Worked*	Comments/Expenses
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					
Sunday					
Total Hours/Days Worked					*Hours worked are actual hours payable to the temporary worker after deducting any breaks to the nearest 1/4 hour

<p>I certify that this time sheet is correct and agree to comply with Thatcher Associates Terms of Assignment</p> <p style="text-align: center;"><i>Signature</i></p> <p>.....</p> <p style="text-align: center;"><i>Representative/Worker's Signature</i></p> <p>.....</p> <p style="text-align: center;"><i>Date</i></p>	<p>I certify that the temporary worker has satisfactorily completed the total hours worked after any breaks taken and is due any expenses or costs indicated above. I also agree to comply with the Terms and Conditions of Business provided, and that I am authorised to approve this time sheet for payment.</p> <p style="text-align: center;"><i>Signature</i></p> <p>.....</p> <p style="text-align: center;"><i>Client's signature</i></p> <p>.....</p> <p style="text-align: center;"><i>Date</i></p>
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Please email your signed timesheet to payroll@thatchers.co.uk no later than Tuesday 12:00 noon