

Contract Worker's Timesheet

Contractor please note: Provide Consulting make payments on a bi-weekly basis. Completed timesheets need to be sent to us every Friday complete with an authorising Managers signature to the fax number below. Payment will then be made on receipt of a corresponding invoice at the next payment run. Fax timesheets to 0870 130 6188

Contractor Name	Weekending
Client	Contact
Address	

	Date	Start	Finish	Total Hrs / Days
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				
Total Hours / Days				

<p>Clients Please Note:</p> <p>1. Overtime hours stated will be charged at normal time over and above normal working hours of the company, unless we are notified to the contrary.</p> <p>2. In the event that any Contract Worker introduced through Provide Consulting be employed by the client on a permanent basis, the client will pay Provide Consulting a fee based upon its Terms and Conditions.</p> <p>3. In signing this declaration you are confirming that the number of hours is correct and that the work was carried out satisfactorily. You are authorizing on behalf of your company payment to the temporary worker and payment of our invoice</p>	<p>Client name (Please print clearly)</p> <hr/> <p>Position:</p> <hr/> <p>Signature:</p>
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