



TIME SHEET FAX NUMBER: 01303 851104

EMAIL: payroll@sls-jobs Tel: 01303 852179

Client			
Address			
Week Commencing Monday:		P/O Number (if required)	

NAME OF WORKER	MON	TUE	WED	THUR	FRI	SAT	SUN	Total Breaks	TOTAL PAYABLE HOURS

Site Signature		Site Managers Telephone Number:
Site Print Name		

Site Labour Supplies Ltd can confirm that we have checked the above workers identity and eligibility to work in the UK and that they have the relevant skills, training and qualifications required to perform the duties and also that they have confirmed to us that they are willing to do the work that they are being introduced or supplied to do.

ONLY HOURS FROM THE TOTAL COLUMN WILL BE PAID AND CHARGED
 (This should be worked out by adding up Mon to Sun hours then taking off total breaks)

The client agrees by signing this timesheet to be bound by our terms of business and agree to pay for the hours above at the agreed charge rate.

This timesheet must be signed on your last day of each weeks work normally (Friday). Please make sure you carry a timesheet with you every day just in case a job finishes midweek. It must then be sent to us asap.

Any timesheet sent to us after Monday evening can delay payment until the following week.