

## **TIMESHEET**

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**Customer Name:** earlscourt@extramanrecruitment.co.uk Reporting Address: Report to: Time: Shift: Post Code: Week Ending: Order No (if any): **Hours Actually Worked Per Day** Payroll Job Sat First Name Number Title Mon Tue Wed Thur Fri Sun Total Surname TO BE COMPLETED BY THE CLIENT I agree that the hours shown have been worked satisfactorily and accept Signed that this will form the basis for an invoice which will be paid in accordance with Extraman's Terms of Business, which I confirm we have received. Position Timesheets should be returned no later than Monday following the week in which the work was done to ensure prompt payment of hours worked. Office use: 2 Hogarth Place, Earl's Court extraman London SW5 0QT T: 020 7373 3045 F: 020 7373 4651 **TIMESHEET** extramanrecruitment.co.uk earlscourt@extramanrecruitment.co.uk **Customer Name:** Reporting Address: Report to: Time: Shift: Post Code: Order No (if any): Week Ending: Job **Hours Actually Worked Per Day** Payroll **First Name** Surname Number Title Mon Wed Thur Total TO BE COMPLETED BY THE CLIENT I agree that the hours shown have been worked satisfactorily and accept Signed that this will form the basis for an invoice which will be paid in accordance

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**Position** 

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