

THIS TIMESHEET MUST BE RECEIVED BY 3PM TUESDAY



TIMESHEET FAX LINE: 0845 873 0243

Redwood Safety Professionals, a division of Redwood Professionals Ltd
 PAYROLL OFFICE : 54 Clarendon Road, Watford, Hertfordshire, WD17 1DU
 Tel: 0845 389 2189 www.redwood-professionals.com
 Registered in Cardiff No: 02525196
 VAT Registration: 540 237 475



Temporary Worker
 Name _____

Job Title _____

Client _____

Location _____

Week Ending
 Sunday _____

	DATE	START TIME	FINISH TIME	LUNCH START TIME	LUNCH FINISH TIME	TOTAL HOURS WORKED	OVERTIME	DAILY TOTAL
Example	01/06/2009	09:00	17:30	13:00	14:00	7.5	2	9.5
Monday								
Tuesday								
Wednesday								
Thursday								
Friday								
Saturday								
Sunday								

WEEKLY
 TOTAL _____

By signing this timesheet the Client hereby confirms that:

- a) The hours shown on this timesheet have been worked and are correct;
- b) They have received and accepted Redwood Professionals Ltd Terms of Business which can be viewed at www.redwood-professionals.com and, in particular, Clause 7 relating to the payment of Transfer Fees;
- c) This signed timesheet will form the basis of an invoice payable within 14 days of the date of the invoice unless otherwise agreed by a Director of Redwood Professionals Ltd in writing.

CLIENT SIGNATURE

PRINT NAME

JOB TITLE

DATE

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