

Weekly Temporary / Contract Time Sheets

Customer

Job Location

Supervisor

Week Ending / / 20

Employee

| | | | Allowances | | | | | Work Times | | | | Office Use | | | |
|------------------|------|--------------|------------|------|------|--|-------|--------------------|-------|--------|-------------|--------------|-------------|------------|--|
| Day | Date | Job Activity | Fares | Meal | Site | | Shift | Start | Break | Finish | Total Hours | Total Normal | Total T1.50 | Total Dble | |
| Monday | | | | | | | | | | | | | | | |
| Tuesday | | | | | | | | | | | | | | | |
| Wednesday | | | | | | | | | | | | | | | |
| Thursday | | | | | | | | | | | | | | | |
| Friday | | | | | | | | | | | | | | | |
| Saturday | | | | | | | | | | | | | | | |
| Sunday | | | | | | | | | | | | | | | |
| Total Allowances | | | | | | | | Total Hours Worked | | | | | | | |

Important Note:

Before signing, please check details and note that once this record of hours has been authorised by you, no further claims can be recognised by Taranto.

I hereby certify that the above hours are correct and agree to Taranto terms and conditions of business, in particular your attention is drawn to temporary staff acquisition within three months of the employee's final days of employment with the Client incurs a placement fee of up to 8% of annual salary.

Employee Signature.....*Supervisor's Signature*