



# RAWDONS & CO LTD

Temp & Perm Staffing Services

## TIMESHEET

Temporary worker name:

Client/Company Name

Week ending:

**Note to temporary worker:** please complete this timesheet, deducting time not worked for all breaks. The client company representative should sign the timesheet at the end of each week or end of last day at work.

**Note to client:** please check and confirm the hours worked. By signing this document, you are confirming that you are authorised to sign and confirm the hours on this timesheet and that you acknowledge and agree to Rawdons & Co terms of business. Please give one copy to the temporary worker and scan and email this time sheet to your account manager.

	Start time	Finish time	Less breaks	Total hours	
Monday					Client signature:
Tuesday					
Wednesday					Please print name:
Thursday					
Friday					Position:
Saturday					
Sunday					Date:
TOTAL HOURS					

A  
G  
E  
N  
C  
Y  
C  
O  
P  
Y