

Red Recruitment Consultants Ltd

CLIENT NAME:

CONTACT:

WEEK ENDING:

Worker's Name	Monday		Tuesday		Wednesday		Thursday		Friday		Saturday		Sunday		Basic Hours	O/T 1	O/T 2	Total Hours
	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out	In	Out				

Signed: \_\_\_\_\_

Name: \_\_\_\_\_

We hereby certify that the hours worked are correct and that the work carried out is to our satisfaction. This timesheet will be used to calculate an invoice, which is to be issued within seven days, and paid 30 days thereafter, unless otherwise agreed with the agency. I have checked this timesheet and agree its accuracy, and am authorised to sign this record on behalf of my company. By signing this time sheet, my company agree to be bound by Red Recruitment Consultants standard terms of business.

Tel: 0845 299 6011

