

TIMESHEET



RECRUITMENT SPECIALISTS

Marlborough Court
14 - 18 Holborn
London EC1N 2LE

PH: 020 7464 1935
FAX: 020 7464 1600
Email: payroll@poolia.co.uk

Candidate Details

Client Details

WEEK ENDING

		Start	Finish	Break		Std Hours	Overtime	TOTAL
SAT								
SUN								
MON								
TUES								
WEDS								
THURS								
FRI								
TOTALS								

I certify that the hours and overtime hours detailed above have been satisfactorily worked and that payment will be made in respect of these, in accordance with your terms of business which I have received and accept the basis of this transaction.

Authorised Signatory

Print Name

Position

Date

PLEASE COMPLETE AND RETURN BY 6PM MONDAY