TEK
PERSONNEL

TEK PERSONNEL CONSULTANTS LIMITED

Norwich Union House, 35/36 Iron Gate, Derby DE1 3GA, England.
Telephone: 01332 360055 Fax: 01332 363345

TIME SHEET

Nature of Work	Report To	Week Ending

Assignee's Name and Address	Client's Name and Address

	Start	Lunch	Finish	Hours Worked	General Remarks
Sunday					
Monday					
Tuesday					
Wednesday					
Thursday					
Friday					
Saturday					**The signed time sheet must reach our office by 9.00 a.m. Monday Morning to avoid delay in payment.**
			TOTAL HOURS WORKED		

I confirm that the above mentioned person has been supplied to us for the hours stated and subject to the terms of business of TEK Personnel Consultants Limited.

Authorised Signatory ..... Print Name .....

PLEASE DO NOT WRITE BELOW THIS LINE - FOR OFFICE USE ONLY

	PAY		HOL. PAY (PAYE)				CHARGE TO CLIENT	
	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate
Std								