



BRC RECRUITMENT PTY LIMITED

time sheet

Client Name

Client Address

Postcode

Telephone Number

Ref/PO No

TEMP'S NAME

POSITION

	Mon	Tues	Wed	Thurs	Fri	Sat	Sun
Date							
Start time							
Finish time							
Breaks taken							
Daily Total							

YOUR TOTAL HOURS WORKED AND AGREED THIS WEEK

We, the above named client, declare that the above named temporary contract worker has worked the total signed for and agreed hours as shown and that all work has been completed to a satisfactory standard. We, the above named client, authorise you to invoice for the total hours worked at the agreed rate. A signed time sheet is taken as total agreement to all terms and conditions as laid down in the **Building Recruitment PTY Ltd Contract**.

Signed (Authorised Company Representative)

Print Name

Position

PLEASE POST OR FAX THIS TIME SHEET TO ARRIVE NO LATER THAN 10 AM ON MONDAY
WHITE COPY (To Agency) | **YELLOW COPY** (Contract Workers Copy) | **BLUE COPY** (Client Copy)
PLEASE POST TO: Building Recruitment PTY Ltd, Suite 6, Level 3, 50 Clarence Street, Sydney NSW 2000
PLEASE FAX TO: (02) 929 91611 or call 02 929 92399 or email: enquiries@buildingrecruitment.com.au