



TIME SHEET

Product Code Task Code

Week Number:

Client :

Site .

PM

NAME OF EMPLOYEE	DUTY	SATURDAY		SUNDAY		MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		PLANNED HOURS	WORKED HOURS	PAID HOURS
		IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT			

1. In the event of the Engagement by the Client of a Temporary Worker supplied by the Employment Business either (1) directly or pursuant to being supplied by another Employment Business or company, within either:- The duration of the Assignment where there has been a break of more than 42 days (6 weeks) since the end of the previous Agreement); or 8 weeks from the day after the last the Temporary Worker worked on the Assignment the Client shall be liable, to either an extended period of hire or a transfer fee the length or amount of which is to be agreed between the Employment Business and the Client. For further information, please refer clause 8 of the Contract and Confirmation of Terms of Business.

2. All invoices for services will be provided by CA24 Ltd and Controlled Access 24 Ltd hereby assigns all debt to CA24 Ltd



DULY AUTHORISED BY THE CLIENT COMPANY
 I/We confirm the hours given are correct. The standard of work was satisfactory and we accept a charge for these hours.
 I/We agree to pay CA24 Ltd in respect of the hours given within agreed payment terms based on date of invoice.
 I/We confirm that Controlled Access 24 Ltd Terms and Conditions are the sole terms of this contract.

SIGNATURE	POSITION
PRINT NAME	DATE

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