

citirecruit

TIMESHEET

www.citirecruit.co.uk

London Office
 Garden Studios
 71 - 75 Shelton Street
 Covent Garden, WC2H 9JQ
 T. 0207 866 5467 / 0207 866 5463
 F. 0207 866 5464

Client – Please retain copy

Location Address	Booking Number:
	Account Number:
	Order Reference:
	Week Ending Date:
Job Description	Assignment Start Date:

Name of Temp	Day	Time In	Time Out	Break	Hours	Signature
Total Hours						

I certify that all staff named have worked to a satisfactory standard and that payment will be made according to your terms and conditions of business which I have received and accepted as the basis of this transaction.

CLIENT NAME:

POSITION:

CLIENT SIGNATURE:

DATE: