Monthly

TIMESHEET

Name:

Address:

Client:

Month Ending:

Kestrel House,
Knightrider Court,
Maidstone,
Kent
ME15 6LU

Telephone: +44 (0) 1622 675126
Email: info@church-int.com
Website: www.church-int.com
Facsimile: +44 (0) 1622 764660

Day and Date	Basic Rate (Days/Hrs)	Overtime Rate 1 (Hrs)	Overtime Rate 2 (Hrs)	Overtime Rate 3 (Hrs)
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Signature of contractor:

Client's representative:

As acknowledgement and acceptance of the above stated terms and hours worked.

NB: this form must be counter-signed by an authorised client representative
PLEASE PRINT