rd resourcing ltd

Multi timesheet

Client:	Event:
Ordered by :	Report to:
Number and type of staff:	Date and time of event :
Notes:	contact numbers:

	Staff category	Staff names	Staff sign in	Start time	Finish time	Total hours	Uniform	Ability	Attitude
1									
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
19									
20									
		TOTAL NO.OF STAFF		TOTAL NO.OF HOURS					

COMMENTS:

PLEASE SIGN AND RETURN TO THE HAMPSHIRE OFFICE BEFORE 10AM MONDAY BY FAX OR EMAIL (0870 9501124 / timesheets@rdresourcing.co.uk)
PLEASE SIGN IN AGREEMENT THAT ALL HOURS ARE CORRECT AS OUR INVOICE REFLECTS THE TOTAL HOURS COLUMN

AUHORISED BY: PRINT NAME:
COMPANY NAME: DATE:

Tel: 0870 9501123 Fax: 0870 9501124 timesheets@rdresourcing.co.uk
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