

PL@N:IT

Computer Recruitment

MONTHLY TIMESHEET

Month:

Consultant Name:

Position:

Client Company:

Client Name:

Telephone Number:

WEEK ENDED			MON		TUE		WED		THUR		FRI		SAT		SUN		WEEKLY TOTAL Standard	WEEKLY TOTAL O/T	
SUNDAY:			S	O/T	S	O/T	S	O/T	S	O/T	S	O/T	S	O/T	S	O/T			
Day	Month	Year	Hours Worked:																

CONSULTANT DECLARATION

I confirm that the above is a true record of the hours/days worked.

Signed:

Date:

CLIENT DECLARATION

On behalf of the Client, I authorise the above hours/days and confirm the Client's satisfaction with the work performed. I anticipate PL@N:IT Computer Recruitment to invoice my company for the above hours/days.

Signed:

Position:

Date:

Total Standard	Total Overtime
TOTAL HOURS	