

Timesheet no.

Client name

Address

Post code

Week commencing Monday / /

Workers name

Signature

Date	Reason for cover	TEACHING STAFF ONLY		SUPPORT STAFF ONLY		
		AM/PM	Full Day	Time In	Time Out	Total Hours to be Paid
Mon	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Tuesday	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Wed	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Thurs	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fri	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Client Authorisation Our signature is further conformation of acceptance of your terms and conditions as already agreed and authorisation for Stafflex to pay the worker and invoice us. Terms can be found at www.stafflex.co.uk/terms . We certify that the days/hours worked are correct as shown and the work performed was done satisfactorily		Totals	<input type="text"/>	<input type="text"/>	Total	<input type="text"/>
Signed <input type="text"/> Print name <input type="text"/>						

International House, Chapel Hill, Huddersfield HD1 3EE
 Tel-01484 351010 Fax-01484 351020
 email-staff@stafflex.co.uk www.stafflex.co.uk
 Stafflex - white copy Teacher - yellow copy Client - Blue copy



TEACHERS
 Half day - please indicate by ticking am or pm
SUPPORT: Hourly Paid
 Please enter hours worked excluding lunch breaks

Timesheet no.

Client name

Address

Post code

Week commencing Monday / /

Workers name

Signature

Date	Reason for cover	TEACHING STAFF ONLY		SUPPORT STAFF ONLY		
		AM/PM	Full Day	Time In	Time Out	Total Hours to be Paid
Mon	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Tuesday	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Wed	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Thurs	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Fri	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Client Authorisation Our signature is further conformation of acceptance of your terms and conditions as already agreed and authorisation for Stafflex to pay the worker and invoice us. Terms can be found at www.stafflex.co.uk/terms . We certify that the days/hours worked are correct as shown and the work performed was done satisfactorily		Totals	<input type="text"/>	<input type="text"/>	Total	<input type="text"/>
Signed <input type="text"/> Print name <input type="text"/>						

International House, Chapel Hill, Huddersfield HD1 3EE
 Tel-01484 351010 Fax-01484 351020
 email-staff@stafflex.co.uk www.stafflex.co.uk
 Stafflex - white copy Teacher - yellow copy Client - Blue copy



TEACHERS
 Half day - please indicate by ticking am or pm
SUPPORT: Hourly Paid
 Please enter hours worked excluding lunch breaks