



Workforce Unlimited
 Ridge House, 16 Main Ridge West
 Boston, Lincolnshire, PE21 6QQ
 Telephone/Fax: 01205 355899
 E-Mail: wageslips@workforceunlimited.com
www.workforceunlimited.com

TIMESHEET - AGENCY STAFF

TO: Payroll Dept.

FAX: 01205 355899

FROM _____

Please ensure that you put the name of the Company you are working for, your name & payroll number (this is on your payslip) on the timesheet before sending.

Thank you



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 V.A.T Reg No. 526 2343 64

TIME SHEET SENT BY E-MAIL/FAX

RETURN BY MONDAY 9am TO ENSURE PAYMENT

Name of Temporary Worker: _____

Date	Start Time	Break	Finish Time	Basic Hours	Overtime Hours
TOTAL					

Company Name: _____ Signature of Client/Representative: _____

Signature of Temp Worker: _____ Print Name: _____

Date: _____ Position in Company: _____