

CLIENT NAME

SITE ADDRESS

Inspired Recruitment Ltd

Suite 4a
St Christopher House
217 Wellington Road South
Stockport
SK2 6NG



INSPIRED
RECRUITMENT

tel: 0161 4292828

email: timesheets@inspiredrecruitment.com

CLIENT: PLEASE COMPLETE AND SIGN.
PLEASE RETURN NO LATER THAN 12PM ON THE FOLLOWING TUESDAY

THIS TIMESHEET MUST BE SIGNED BY THE CLIENT BEFORE SUBMISSION FOR PAYMENT. THE CONSULTANCY WILL ONLY BE PAID ON THE BASIS OF A SIGNED TIMESHEET.

ENTER ACTUAL HOURS WORKED ONLY (NO BREAKS OR TRAVEL TIME)

WEEK ENDING

WEEK NO.

TIMESHEET NO.

CONTRACTOR'S NAME

ASSIGNMENT / JOB NUMBER

MON

TUES

WED

THUR

FRI

SAT

SUN

TOTAL

DULY AUTHORISED BY THE CLIENT COMPANY

I CONFIRM I AM AUTHORISED TO VERIFY ON BEHALF OF THE CLIENT COMPANY AND DO VERIFY THE EXECUTION OF THE CONSULTANCY SERVICES AS SET OUT.

I/WE CONFIRM THAT THE HOURS GIVEN ARE CORRECT, THE STANDARD OF WORK WAS SATISFACTORY AND WE ACCEPT CHARGE FOR THIS WORK AND HOURS.

I/WE CONFIRM THAT INSPIRED'S TERMS AND CONDITIONS ARE THE SOLE TERMS OF THIS CONTRACT.

NOTE: WHERE A CONSULTANCY SUPPLIED ENTERS INTO DIRECT EMPLOYMENT WHETHER SELF EMPLOYED OR A CONTRACT OF SERVICE WITH THE COMPANY OR ASSOCIATED COMPANIES/PARTIES WITHIN 6 MONTHS AN INDUCTION FEE AS PER OUR STANDARD PERMANENT TERMS AND CONDITIONS (COPY AVAILABLE UPON REQUEST) BECOMES PAYABLE FORTHWITH, NO REFUNDS ARE REPAYABLE.

SIGNATURE

POSITION

PRINT NAME

DATE