

Peter Knight Recruitment



Day Rate Timesheet

Report to: Company Name:	Name:
Tel No:	Job Title:
	Week Ending:
Day Worked	
Monday	
Tuesday	
Wednesday	
Thursday	
Friday	
Saturday	
Sunday	
	Total Days For Week

Client's Confirmation

I confirm the above Temporary Worker has satisfactorily worked the stated hours and the account will be paid upon receipt of invoice.

Authorised signature:.....Position:..... Date:.....

All temporary placements are subject to Peter Knight Recruitment Ltd terms of business

Temporary Workers Confirmation

I confirm the hours recorded above are accurate and correct.

Temporary's signature: Date:

Client and Temporary to sign, please take a photocopy. Temporary to fax/e-mail to Peter Knight Recruitment immediately to ensure payment. Original timesheet to be kept by Client.

Peter Knight Recruitment Ltd
11-13 Dowgate Hill, London EC4R 2ST Tel: 020 7248 6932

E-mail to: HoursPKR@peterknightrecruitment.com

Fax to: 020 7329 6507