timesheet

# 

## Locks Recruitment Limited

## Email: timesheets@loksrecruitment.co.uk

## Tel no. 0330 127 6071

|  |  |
| --- | --- |
| Employee name: Click or tap here to enter text. | client name: Click or tap here to enter text. |
| start date: Click or tap here to enter text. | site/address: Click or tap here to enter text. |
| week ending: Click or tap here to enter text. | cost centre: Click or tap here to enter text. |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Date | Total hours worked | breaks to be deducted | basic hours | Overtime Hours | total hours to be paid |
| Monday | 0 | 0 | 0 | 0 | 0 |
| Tuesday | 0 | 0 | 0 | 0 | 0 |
| Wednesday | 0 | 0 | 0 | 0 | 0 |
| Thursday | 0 | 0 | 0 | 0 | 0 |
| Friday | 0 | 0 | 0 | 0 | 0 |
| Saturday | 0 | 0 | 0 | 0 | 0 |
| Sunday | 0 | 0 | 0 | 0 | 0 |
| Weekly Totals | 0 | 0 | 0 | 0 | 0 |

|  |  |
| --- | --- |
| i/we confirm the hours given are correct. the standard of work was satisfactory and we accept a charge for these hours. i/we agree to pay workwell outsourcing in respect of the hours given within agreed payment terms based on date of invoice. i/we confirm that tj marcus recruitment limited terms and conditions are the sole terms of the contract. | |
| client authorised signature: | Date: Click or tap here to enter text. |
| name: Click or tap here to enter text. | position: Click or tap here to enter text. |
| **important notice to temporary workers – please return this timesheet signed no later than monday 12.00 noon otherwise payment of wages may be delayed** | |

1. IN THE EVENT OF THE ENGAGEMENT BY THE CLIENT OF A TEMPORARY WORKER SUPPLIED BY THE EMPLOYMENT BUSINESS EITHER (1) DIRECTLY OR (2) PURSUANT TO BEING SUPPLIED BY ANOTHER EMPLOYMENT BUSINESS, WITHIN EITHER:- THE DURATION OF THE ASSIGNMENT; OR 14 WEEKS FROM THE START OF THE FIRST ASSIGNMENT (THE FIRST ASSIGNMENT BEING EACH NEW ASSIGNMENT WHERE THERE HAS BEEN A BREAK OF MORE THAN 42 DAYS (6 WEEKS) SINCE THE END OF PREVIOUS ASSIGNMENT); OR 8 WEEKS FROM THE DAY AFTER THE LAST DAY THE TEMPORARY WORKER WORKED ON THE ASSIGNMENT THE CLIENT SHALL BE LIABLE, TO EITHER AN EXTENDED PERIOD OF HIRE OR A TRANSFER FEE THE LENGTH OR AMOUNT OF WHICH IS TO BE AGREED BETWEEN THE EMPLOYMENT BUSINESS AND THE CLIENT. FOR FURTHER INFORMATION, PLEASE REFER TO CLAUSES 8 OF THE CONTRACT AND CONFIRMATION OF TERMS OF BUSINESS.

2. ALL INVOICES FOR SERVICES WILL BE PROVIDED BY EASYPAY SERVICES LTD t/a WORKWELL OUTSOURCING AND TJ MARCUS RECRUITMENT LIMITED HEREBY ASSIGNS ALL DEBT TO EASYPAY SERVICES LIMITED t/a WORKWELL OUTSOURCING.