



bailey
employment
services limited

Temporary Worker Time Sheet



Week Ending Date:

Client Details

Company

Address

Contact

Temporary Worker Details

Mr/Mrs/Miss

Order No.

Hours

	Start	Finish	Break
Mon			
Tues			
Wed			
Thurs			
Fri			
Sat			
Sun			

Total

Basic	Overtime

Total Hours

DECLARATION: I/We hereby certify that the hours shown on this time sheet have been worked to our satisfaction and that the time sheet will form the basis of an invoice to be paid within (ten) days. We agree to be bound by the terms and conditions of business and acknowledge that should any temporary worker introduced by you accept an offer of employment from us, then the fee calculated in accordance with those terms and conditions will become payable.

By signing this Timesheet we agree to abide by the Terms of Business of Bailey Employment Services Ltd which have been separately submitted to us.

Authorised Signature:

Melksham (Head Office)
Crown House, Market Place,
Melksham, Wilts. SN12 6ES
Telephone: 01225 709494
Fax: 01225 709044

Bridgwater
11 Cornhill, Bridgwater
Somerset. TA6 3BU
Telephone: 01278 445424
Fax: 01278 445425

Goole
92 Boothferry Road
Goole, Yorkshire. DN14 6AE
Telephone: 01405 780380
Fax: 01405 780057

Worksop
The Courtyard Office, 17 White Hart Yard,
Worksop, Nottinghamshire. S80 1HR
Telephone: 01909 489010
Fax: 01909 542812

WHITE COPY: BAILEY EMPLOYMENT YELLOW COPY: BAILEY EMPLOYMENT PINK COPY: CLIENT

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