



**RYDALMERE**  
 Lvl 1, 231 Victoria Road, Rydalmere, NSW 2116  
 Tel: (02) 9638 7666 Fax (02) 9638 6867  
 E: rydalmere@dscpersonnel.com.au

<b>DATE:</b>	<b>TIME SHEET</b>	<b>No.</b>
--------------	-------------------	------------

Client:

Site:

Report to:

Week Ended (week ends on Sunday):

Order No. ....

Shift .....

NAME	JOB TITLE	Mon	Tues	Wed	Thur	Fri	Sat	Sun	Total Hours
		DATE	DATE	DATE	DATE	DATE	DATE	DATE	

NOTES: Please deduct lunch breaks from hours recorded.

**TO BE COMPLETED BY CLIENT:**

I certify that the hours shown above have been satisfactorily worked and accept that this Time Sheet will form the basis for an invoice which will be paid on receipt.

**SIGNED:** .....

**POSITION:** .....