

Versaco Ltd T/As Versaco Recruitment  
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Productivity comes through  
 better placed people!

Order Number
Worker Name
Position
Ltd Co / Umbrella Co
Week Ending

Client
Site
Supervisor

Day	Date	Start Time				Finish Time				Breaks Taken				Hours Worked				Expenses
		H	H	M	M	H	H	M	M	H	H	M	M	H	H	M	M	
Monday																		
Tuesday																		
Wednesday																		
Thursday																		
Friday																		
Saturday																		
Sunday																		
Total Hours Worked																		

\* Hours worked are actual hours payable to temporary worker after deducting any breaks.

**PLEASE RETURN NO LATER THAN MONDAY 12:00 NOON**

I hereby certify that this time sheet is correct and agree to comply with the terms and conditions of my Assignment Schedule.
Temporary Worker's Signature

I certify that the above named temporary worker has completed the hours as indicated on this time sheet and the expenses stated above have been authorised. I confirm that I am authorised by the above-named client to approve this time sheet. Knowingly submitting false information, including claiming excess hours or forging client authorisation is a fraudulent act and would result in a breach of contract which could lead to criminal prosecution.	
Clients Signature	Print Name

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 and Versaco Ltd T/a Versaco Recruitment hereby assigns all debt to Easypay Services Ltd