

**Contractor Timesheet**



**OTV House  
East Wing  
Wokingham Road  
Bracknell  
Berkshire  
RG42 1NG**

Contractor Name		Client Name				Week Ending Date		
Branch		Personnel No.				Assignment No.		
	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Total
Time in								
Break								
Time out								
Basic Hours								
Overtime - 1/5								
Overtime - 1/4								
Overtime - 1/3								
Overtime - 1/2								
Double Time								
Other								
Callout								
Totals								

TEKsystems is a division of Allegis Group Ltd. Allegis Group is an Employment Business and Agency

Timesheets must be approved by an authorised client signature and received at TEKsystems' Head office by 5pm Monday following the week worked to ensure payment.

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**Signatures**

Sign and print your name

**Contractor Signature**

*By signing, I certify that to the best of my knowledge the information I provided is accurate and true.*

**Date**

**Client Signature**

**Date**

**Client Position**