

# ASTON RECRUITMENT TIMESHEET

Phone: **08 9380 6077**  
 Fax: 08 9380 9788  
 Email: [accounts@astonrecruitment.com.au](mailto:accounts@astonrecruitment.com.au)

Temp Name: \_\_\_\_\_ Client Name: \_\_\_\_\_  
 Week Ending: \_\_\_\_\_ Client Contact: \_\_\_\_\_

	Date	Start	Finish	Less break	Total Hours 6 hours 30 minutes = 6.5	Normal hours	Time & a half	Double time
Mon								
Tues								
Wed								
Thur								
Fri								
Sat								
Sun								
Total:								

Other: Allowances, Mileage, Bonus, Commission etc. \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Casual signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Client signature: \_\_\_\_\_  
*I have worked the above hours and no injuries were sustained.* *Client approval includes acceptance of Terms of Business.*

**Time sheets must be completed with candidate and client signature and faxed no later than Monday each week.**

