



www.pierconsulting.co.uk

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Site Address:

Client Address:

Week Ending: Order No/Job Ref: Consultant:

Please note that signed timesheets must reach our office by no later than 12 noon on a Monday			Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Total
T/S No	Temp Name	Trade	Start	Start	Start	Start	Start	Start	Start	
			1	End	End	End	End	End	End	
			2	End	End	End	End	End	End	
			3	Breaks	Breaks	Breaks	Breaks	Breaks	Breaks	
			4	Total Hours to Pay	Total Hours to Pay	Total Hours to Pay	Total Hours to Pay	Total Hours to Pay	Total Hours to Pay	
			1							
			2							
			3							
			4							
			1							
			2							
			3							
			4							
			1							
			2							
			3							
			4							
			1							
			2							
			3							
			4							

<p>We draw your attention to the following: Failure to submit your timesheet by the time stated above will delay your payment. This timesheet must be signed by the client before submission for payment. The temporary worker will only be paid on the basis of a signed timesheet</p>	<p>I/We confirm that I/We am/are authorised signatory of the client, and that the total hours worked are correct and that the standard of work was satisfactory. I/We agree to pay Pier Consulting Ltd's invoice in the respect of the hours above within seven days of its date. I/We confirm that Pier Consulting Ltd's Terms & Conditions are the sole terms of this contract.</p>	Client Name:	Date:
		Print Name:	Position:
Temporary worker's Signature:	Authorised Signatory		