

# Timesheet

Company name:  Site address:  Head office address:  Head office postcode:	Order no:  Weekending:	Using the attributes listed below please rate each operative using the following scale  <table style="margin: auto;"> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">3</td> <td style="text-align: center;">5</td> </tr> <tr> <td style="text-align: center;">Poor</td> <td style="text-align: center;">Average</td> <td style="text-align: center;">Excellent</td> </tr> </table>	1	3	5	Poor	Average	Excellent
1	3	5						
Poor	Average	Excellent						

Worker Name	Trade	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Total	Time keeping	Overall Attitude	Skill Level

<p><b>Notice to customer – Hours signed are net of breaks</b></p> <ol style="list-style-type: none"> <li>1. By signing this timesheet you accept the terms and conditions of business and agree that either a faxed or electronic copy of this document to be legally binding as proof of total hours worked satisfactorily and you will accept accounts for the hours worked at the agreed charge rate/s.</li> <li>2. You acknowledge that should you employ or contract any temporary worker introduced by Grapevine Corporate Ltd T/A Agentis Construction; a fee calculated on our normal scale of charges for the introduction of a permanent staff will become payable</li> </ol>	<p><b>Authorised company representative:</b></p> <p>Forename.....Surname.....  <small>Print name (BLOCK CAPS)      Print name (BLOCK CAPS)</small></p> <p>Signature.....Date.....</p>
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Timesheets to be sent by 10:00am Monday  
 Tel: 01473 217399 email: timesheets@agentisconstruction.co.uk