

|                  |  |
|------------------|--|
| <b>EMPLOYEE:</b> |  |
| <b>SITE:</b>     |  |
| <b>COMPANY:</b>  |  |

PAYMENT CANNOT BE MADE WITHOUT TIMESHEET BEING SIGNED BY CLIENT

| DAY    | DATE | START | FINISH | BREAKS | TOTAL | SHIFT | NORM | EVENING | NIGHT | T1/2 | T2 | OTHER DETAILS |
|--------|------|-------|--------|--------|-------|-------|------|---------|-------|------|----|---------------|
| MON    |      |       |        |        |       |       |      |         |       |      |    |               |
| TUE    |      |       |        |        |       |       |      |         |       |      |    |               |
| WED    |      |       |        |        |       |       |      |         |       |      |    |               |
| THU    |      |       |        |        |       |       |      |         |       |      |    |               |
| FRI    |      |       |        |        |       |       |      |         |       |      |    |               |
| SAT    |      |       |        |        |       |       |      |         |       |      |    |               |
| SUN    |      |       |        |        |       |       |      |         |       |      |    |               |
| Totals |      |       |        |        |       |       |      |         |       |      |    |               |

We certify that the above hours including overtime are correct. Verification of this timesheet by way of signature signifies acceptance of the Terms of Business of Workforce Solutions. It is always pleasing when our Field Team members secure permanent employment or ongoing casual work after being introduced by Workforce Solutions to our clients. Where an offer of permanent or casual employment is made within 6 months of introduction to our clients organization, the normal charge rates or permanent placement fee will apply unless prior arrangements have been made. Please contact Workforce Solutions should you wish to re-engage any member of our Field Team. Should you directly employ as temporary staff any current or former member of our field team within 180 days of their last assignment then a daily service fee shall be charged for each day so employed. In addition, I agree not to re-employ any applicant referred by Workforce Solutions either directly or through another agency within 30 days of that applicant finishing work with Workforce Solutions.

ABN 18 262 687 690

| Allowance       | Total |
|-----------------|-------|
| Shift Allowance |       |
| LAFHA Allowance |       |
| Tool Allowance  |       |

WEEK

ENDING  
SUNDAY

/ /

**PLEASE FAX NO LATER  
THAN 1 P.M. MONDAY**

.....  
EMPLOYEE SIGNATURE

.....  
CLIENT NAME

.....  
CLIENT AUTHORIZATION  
CONTINUING NEXT WEEK

803 Beaudesert Road (Cnr Granard Rd)  
Archerfield QLD 4108

YES

NO

PHONE: (07)3875 0000 FAX: (07)3875 0010

Email: timesheets@workforcesolutions.com.au



WORKFORCE SOLUTIONS (QLD) PTY LRD CAN 063 053 930  
AS TRUSTEE FOR THE WORKFORCE SOLUTIONS TRUST