centralappointments

TEMPORARY TIME SHEET

…… ……

Candidate Name Candidate Signature

(In signing this timesheet I acknowledge that the hours below have been worked subject to the revised conditions of work for temporary workers - October 1998 - signed by me and returned to Central Appointments (Angela Mortimer PLC)

In accordance with the Working Time Regulations 1998, you are entitled to a 20 minute rest break every six hours and a minimum daily rest period of 11 consecutive hours in each 24 hour period. Angela Mortimer PLC strongly encourages you to exercise these entitlements in order to protect yourself from the risks that may arise from working excessively long hours or for long periods without breaks.

COMPANY: …… WEEK ENDING: ……

DAY	Morning		Afternoon		BREAKS TAKEN	TOTAL HOURS
	Start	Finish	Start	Finish		
MONDAY						
TUESDAY						
WEDNESDAY						
THURSDAY						
FRIDAY						
SATURDAY						
SUNDAY						
					TOTAL HOURS	

Number of Holiday Days you would like to take:……

APPROVED: …… ……..

Signature Print Name Cost Code

In signing this timesheet I authorise payment to the candidate under the conditions and Terms Of Business agreed with Central Appointments / Angela Mortimer.

DATED: ……

CONSULTANT: Temp Desk 0117 9273480 myki@central-appointments.com

Candidates must fax their timesheet on Friday pm to **0870 460 2393** It is the candidate's responsibility to ensure that we have a full completed copy of their timesheet by 5.30pm each Friday.