**Contractor Timesheet**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Contractor Name:** | |  | |  | |  | | |
| **Manager Name:** | |  | |  | |  | | |
| **Fortnight Ending:** | |  | |  | |  | | |
|  | |  |  |  | |  | | |
| **Day** | | **Start** | **Finish** | **Breaks** | | **Payable Hours/Days** | | **Comments** |
| Monday | |  |  |  | |  | |  |
| Tuesday | |  |  |  | |  | |  |
| Wednesday | | 9 am | 5 pm | NA | | 1 day | |  |
| Thursday | | 9 am | 5 pm | NA | | 1 day | |  |
| Friday | | 9 am | 5 pm | NA | | 1 day | |  |
| Saturday | |  |  |  | |  | |  |
| Sunday | |  |  |  | |  | |  |
| **Total week ended 21 Aug 2016** | | | |  | | 3 days | |  |
|  | |  |  |  | |  | | |
|  |  | |  | |  | |  | |
| **Day** | **Start** | | **Finish** | | **Breaks** | | **Payable Hours/Days** | **Comments** |
| Monday | 9 am | | 5 pm | | NA | | 1 day |  |
| Tuesday | 9 am | | 5 pm | | NA | | 1 day |  |
| Wednesday | 9 am | | 5 pm | | NA | | 1 day |  |
| Thursday | 9 am | | 5 pm | | NA | | 1 day |  |
| Friday | 9 am | | 5 pm | | NA | | 1 day |  |
| Saturday |  | |  | |  | |  |  |
| Sunday |  | |  | |  | |  |  |
| **Total week ended 28 Aug 2016** | | | | |  | | 5 days |  |
|  |  | |  | |  | |  |  |
| **Total Days/ Hours** |  | |  | |  | | 8 days |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Contractor Signature:** |  |  | **Date:** |  |
|  |  |  |  |  |
| **Manager Signature:** |  |  | **Date:** |  |