

temp fillings

dental personnel
Temp Fillings Pty Ltd (ABN 74 472 943 811)

Ph. (03) 9886 8300

Fax (03) 9886 8355

E-mail : mail@tempfillings.com.au

Web : www.tempfillings.com.au

P.O. Box 146 FOREST HILL VICTORIA 3131

TIME SHEET

Employee Name : _____

Client Name : _____

PLEASE SHOW ACTUAL START / FIN. TIMES

DAY	DATE	TIME WORKED	BREAKS (unch,etc)
SATURDAY			
SUNDAY			
MONDAY			
TUESDAY			
WEDNESDAY			
THURSDAY			
FRIDAY			
TOTAL CHARGABLE HOURS			

Time sheets should be signed and returned in our office by each Monday
NOTE :- Use of any Temp fillings Pty Ltd services means that you are automatically bound by the terms of our standard client agreements. It is also understood that this person has been introduced by Temp Fillings and any discussion, regardless of how or by whom it is initiated, that results in their being placed on your payroll will automatically attract a standard placement fee

Please do not pay temp direct APPROVED BY
SIGNATURE

Comments:

Overtime should only apply when a casual is requested to remain for a significant period after the previously agreed booking and should be specifically approved by the client as a 15% loading will apply

IF ABSENT FROM ASSIGNMENT PERSONNEL SHOULD ENSURE THAT OUR OFFICE IS NOTIFIED BY 7:30 A.M. THAT DAY

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