



TIMESHEETS MUST BE SUBMITTED VIA EMAIL TO payroll@redrockrecruitment.com.au NO LATER THAN 11AM EACH MONDAY

Full Name:		Classification: (eg. Operator, Labourer etc.)		
Client:				
Site:		Assignment Complete:	Yes	No
Week Ending:		PO Number: (Office Use Only)		

DAY	DATE	START TIME	FINISH TIME	UNPAID BREAK	HOURS CLAIMED	Supervisor Daily Approval	SHIFT D/A/N	NT	x 1.5	x 2	
Monday											
Tuesday											
Wednesday											
Thursday											
Friday											
Saturday											
Sunday											
Totals											
							FOR PAYROLL USE ONLY				
Allowance Type		Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday			

TIMESHEETS CAN NOT BE PROCESSED WITHOUT CLIENT SIGNATURE

Client Authorisation: I certify that the details shown above are correct and that the work performed in a satisfactory manner. I confirm that I have received and agree to abide by Red Rock Recruitment's Terms and Conditions and additionally that I have provided a safe and healthy work environment and carried the assignment duties for the temporary employee from the original assignment description. By signing this I, on behalf of the company agree to the Red Rock Recruitment Pty Ltd Terms and Conditions of business.

Name: _____ **Signature:** _____

FTM Authorisation: I certify that the details shown above on this timesheet are true and accurate and additionally that I have not sustained any injuries what so ever during the assignment and my assignment duties have not varied from the original assignment description.

Name: _____ **Signature:** _____