

Baytech Industrial

Level 2, 12 Mt Gravatt Capalaba Road
 Upper Mount Gravatt Qld 4122
 Tel: (07) 3343 7222

Email Time Sheet to Baytech by 10.00am on your specified pay day

timesheet.qld@baytechindustrial.com.au / Or Fax to: (03) 9864 6035



Please use BLACK or BLUE pen only. Please print all details clearly using **24 hour time (ie 0800 - 1630)**

CLIENT NAME: _____ WEEK ENDING: _____

Baytech Industrial QLD Pty Ltd
 ABN 79 078 161 001

www.baytechindustrial.com.au

Part of the *Bayside Group*

| ON-HIRED WORKER DETAILS | | | | | | | | |
|-------------------------|--------|---------|-----------|----------|--------|----------|--------|--------------|
| Work Area | | | | | | | | |
| Shift (D/S, A/S, N/S) | | | | | | | | |
| | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday | Sunday | Weekly Total |
| Start Time | | | | | | | | |
| Finish Time | | | | | | | | |
| Break | | | | | | | | |
| Total Hours Worked | | | | | | | | |
| Allowances | | | | | | | | |
| | | | | | | | | |

I hereby certify that I have worked the hours shown, that the client certified these hours and I sustained no injuries during this time.
 Payment will not be made unless a time sheet has been signed by the client. Payment will be delayed if a time sheet is not received by our office on time.

SURNAME: _____ **FIRST NAME:** _____ **SIGNATURE:** _____

CLIENT APPROVAL

Client approval of this time sheet is deemed authorisation of the hours worked for invoicing purposes, and of the Client's continued acceptance of our Terms and Conditions issued with the placement advice and subsequent invoice(s).

NAME: _____ **SIGNATURE:** _____ **DATE:** _____

COMMENTS: _____

Baytech Office Use Only

| | | | | | | | | |
|----------------|--|--|--|--|--|--|--|--|
| Day | | | | | | | | |
| Afternoon | | | | | | | | |
| Night | | | | | | | | |
| 1.5 | | | | | | | | |
| 2.0 | | | | | | | | |
| Public Holiday | | | | | | | | |