



Head Office
 Laverton - Unit 10, 110 - 116 Fitzgerald Road, Laverton North 3026 Phone: 9369 1977 Fax 9369 2033
 Qld Office
 Underwood - Unit 12, 2962 Logan Road, Underwood, Qld 4119 Phone: 07 3186 4444

Email Timesheets to:
infobrisbane@logicalstaffing.com.au
 No Later than 9.00am Monday morning
 Week Ending Date / /

Client	Contractor's First Name
Division/Location	Contractor's Surname
Client Contact	Contractor's Position
Week Ending	Contractor's Signature

<p>Client Approval Should we directly or indirectly employ a Logical Staffing Solutions temporary contractor assigned currently or in the previous six months a full permanent placement fee is payable unless negotiated otherwise. Approval includes verification of hours worked. Unless varied by agreement between the client and Logical Staffing Solutions, client approval also includes acceptance of Terms and Conditions of Business</p> <p>.....</p> <p>Client Signature This timesheet must be signed and authorised by the client and returned to Logical Staffing Solutions</p>

Day	Date/ Month	Time Start (24hrs)	Time Finish (24hrs)	Less Lunch	Hrs & Mins Worked	Comments
Monday	/	: :	: :		: :	
Tuesday	/	: :	: :		: :	
Wednesday	/	: :	: :		: :	
Thursday	/	: :	: :		: :	
Friday	/	: :	: :		: :	
Saturday	/	: :	: :		: :	
Sunday	/	: :	: :		: :	
Public Holiday	/	: :	: :		: :	
TOTAL HOURS & MINUTES WORKED					: :	
					Hrs Mins	

To be completed by Transport Contractors Only

1. Always familiarize yourself with a new vehicle
2. Under bonnet checks
3. Fuel Level Check

In Good Order

Requires Maintenance

4. Body and Ancillary Equipment
5. Tyres

In Good Order

Requires Maintenance

Comments:

*Please note any damage or problems above (complete with Defective Vehicle Report)