



## Nexter Timesheet

Please complete and send to us at the end of the week – get it in by the start of the next week or there might be a delay in pay!

Team Member Name \_\_\_\_\_

Settings Name \_\_\_\_\_

Setting Address \_\_\_\_\_

Week commencing date \_\_\_\_\_

	Start Time	Finish Time	Total (after breaks)
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			
Total Hours (to the nearest quarter hour)			

Client Signer's Name	
Position	
Signature	

Scan and return to: [timesheets@nexter.co.uk](mailto:timesheets@nexter.co.uk)

Call us to book help next week on 0113 328 0668 or visit [www.nexter.co.uk](http://www.nexter.co.uk)

NOTE: this timesheet authorises Nexter Ltd to pay the worker and invoice the client for the hours shown. A fee is due when employing temporary staff – see [www.nexter.co.uk/terms](http://www.nexter.co.uk/terms)