

NICHE Recruiting Specialists

CONTRACTOR TIMESHEET

NAME:			
CLIENT COMPANY:		CLIENT CONTACT:	

	DATE	TIME STARTED	TIME FINISHED	LESS LUNCH	TOTAL HOURS
MONDAY					
TUESDAY					
WEDNESDAY					
THURSDAY					
FRIDAY					
SATURDAY					
SUNDAY					
				TOTAL HOURS EXCL BREAKS	

CONTRACTOR CERTIFICATION:

I hereby certify that the hours shown above are the hours worked by me on this assignment and that all breaks have been deducted. I agree to abide by the terms of my Contract For Services.

Contractor Signature: _____

CLIENT AUTHORISATION:

I hereby certify that the above hours are correct and that I am satisfied with the work completed by the Contractor. By signing this timesheet, I agree to pay for all hours worked above.

Client Signature: _____

INSTRUCTIONS:

Please refer to your contract for payment terms. Submit your timesheets along with a monthly invoice to your NICHE consultant.

AUCKLAND: reception@nicherecruitment.co.nz

WELLINGTON: admin@nicherecruitment.co.nz

Any further queries at all please contact your consultant directly or call Auckland office (09) 377-2248 or Wellington office (04) 471 1423.