

**PRESTIGE STAFFING PERSONNEL - TIMESHEET**

43 Lemon Avenue  
 MILDURA VIC 3500  
 Phone: 03 50 233 990

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PrestigeStaffingPersonnel

NAME: \_\_\_\_\_

NAME OF COMPANY: \_\_\_\_\_

POSITION IN COMPANY: \_\_\_\_\_

WEEK ENDING:     /     /

Day	Date	Time Start	Time Finish	Less Breaks	Total Hours Worked	OFFICE USE ONLY			
						ORDINARY	1.5X	2X	RDO
Saturday									
Sunday									
Monday									
Tuesday									
Wednesday									
Thursday									
Friday									
<b>Total Hrs</b>									
<b>ALLOWANCES / REIMBURSEMENTS / OTHER REQUIREMENTS</b>									

IS YOUR ASSIGNMENT CONTINUING NEXT WEEK? YES / NO

ESTIMATED ASSIGNMENT END DATE: .....

I VERIFY THAT THE ABOVE RECORD IS CORRECT AND HAVE NOT SUSTAINED ANY WORK RELATED INJURIES DURING THIS PERIOD.

SIGNATURE OF TEMPORARY WORKER..... DATE...../...../.....

SUPERVISOR'S NAME AND POSITION IN COMPANY: \_\_\_\_\_

I AUTHORISE THAT THE ABOVE HOURS ARE CORRECT AND AGREE TO THE TERMS AND CONDITIONS PREVIOUSLY ADVISED

AUTHORISED SUPERVISOR'S SIGNATURE:..... DATE...../...../.....

**PLEASE NOTE:  
 TIMESHEETS MUST BE SUBMITTED BY 12:00 NOON EACH MONDAY**