

TIME SHEET



DEADLINE: **FRIDAY LUNCH TIME**

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Candidate Name:

School Name: Borough:

Week Ending:

	Monday	Tuesday	Wednesday	Thursday	Friday	Total Hours
Hours Worked (please tick)						

I certify that I have worked the stated hours:

Signature: **Date:**

TO BE COMPLETED BY THE SCHOOL

We clarify that the hours worked stated on this time sheet is true and has been satisfactory and the corresponding invoice will be approved for payment

Authorised Signature: Date:

Position: