



International House, Festival Way,  
Stoke-on-Trent, ST1 5UB England

Telephone: +44 (0) 1782 203040  
Accounts Fax: +44 (0) 1782 203060

**ON AUTHORISATION**  
**PLEASE RETURN BY FAX**

#### DAY RATE WEEKLY TIME RECORD

Day	Date	STANDARD DAYS WORKED	CHARGEABLE NON STANDARD DAYS WORKEDS	WORK PERFORMED
MONDAY	17/08/2015	1		Messaging
TUESDAY	18/08/2015	1		Messaging
WEDNESDAY	19/08/2015	1		Messaging
THURSDAY	20/08/2015	1		Messaging
FRIDAY	21/08/2015	1		Messaging
SATURDAY				
SUNDAY				
	AGREED TOTALS	5 DAYS	DAYS	

<b>CONTRACTOR NAME</b>	Alberto Igbiniedion	<b>DATE:</b>	21/08/2015		
<b>CLIENT SIGNATURE :</b>		<b>PRINT NAME:</b>	Graham Clements	<b>POSITION:</b>	Line Manager

Signature confirms that the services have been performed to the satisfaction of the Client. The Signatory confirms that he/she is authorised to sign on behalf of the Client