



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	21/09/2015	1		Messaging
TUESDAY	22/09/2015	1		Messaging
WEDNESDAY	23/09/2015	1		Messaging
THURSDAY	24/09/2015	1		Messaging
FRIDAY	25/09/2015	1		Messaging
SATURDAY				
SUNDAY				
	AGREED TOTALS	5 DAYS	DAYS	

CONTRACTOR NAME	Alberto Igbiniedion	DATE:	25/09/2015		
CLIENT SIGNATURE :		PRINT NAME:	Graham Clements	POSITION:	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