



SWIFT PERSONNEL PTY LTD

Level 7, 1 Newland Street

Bondi Junction. NSW. 2022

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Client details	
Client Company	
Authorised Signature	

Field Staff Details
Position:
Print Name:
Signature:

Week Ending:					
Date	Day	Start	Finish	Lunch	Total Hours
	Mon				
	Tues				
	Wed				
	Thurs				
	Fri				
	Sat				
	Sun				
Total Hours					

AUTHORISED REPRESENTATIVE'S SIGNATURE CERTIFIES:

1. HOURS SHOWN ARE CORRECT.
2. WORK HAS BEEN DONE SATISFACTORILY.
3. ACCEPTANCE OF OUR TERMS & CONDITIONS.
4. A PERMANENT RELEASE FEE (CALCULATED IN ACCORDANCE WITH SCHEDULE FEES) WILL BE PAID IF THIS TEMPORARY JOINS THE COMPANY'S PAYROLL WITHIN 12 MONTHS OF THE FINISHING DATE OF THIS TIME SHEET.

NB: PLEASE ENSURE THAT ALL TIMESHEETS ARE SIGNED DATED AND EMAILED/FAXED BY 10:00 THURSDAY MORNING. THANKS FOR YOUR SUPPORT.