

Phone No. 00353 (1) 4536722

Fax No. 00353 (1) 4536848

This time sheet must be completed by the authorised person within the company as this time sheet will be the basis that the employee is paid and the company charged. When completed it must be faxed to Team Obair at the above number before 12 noon on the Monday following the week ending date as indicated below.

Company: _____

Authorised Person: _____

(Print Name)

Name of Employee: _____

Week Ending: _____

Day	Start Time	Finish Time	Lunch	Total Hours Worked
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				
TOTAL				

I confirm that the above information is correct and I duly authorise Team Obair to pay the above named employee as per the hours worked at the agreed rate of pay.

Signed: _____

Date: _____