



Momentum Consulting Group (QLD) Pty Ltd Timesheet
FAX: 07 3848 9734

Employee Name: (Please Print Clearly)					Company:			Cost Centre/Location: 1 timesheet per site									
Position:					Weekending:			Overtime Approved:									
Day	Date	Start Time	Unpaid Break/s	Finish Time	Total Hrs	Site Supervisors Signature	Site Supervisor Name	NT			YES			NO			
<i>Example</i>	<i>1 7 0 8</i>	<i>0 8 0 0</i>	<i>0 0 3 0</i>	<i>1 7 0 0</i>	<i>0 8 3 0</i>												
Monday																	
Tuesday																	
Wednesday																	
Thursday																	
Friday																	
Saturday																	
Sunday																	
Total																	

Employee Signature

I state that the hours above are true and correct.

Payment of wages **will** be delayed if
 Timesheets are not signed by candidate and supervisors.
 Timesheets must be received by Momentum **No later than 9am Monday**

Client Disclaimer:

- Approval of this time sheet is deemed authorisation of the hours worked for invoicing purposes and of the client's continued acceptance of Momentum Consulting Group Pty Ltd's Terms of Business.
- Approval of this timesheet is deemed that OHS Legislative compliance has been met including OHS Site Induction, Incident and Accident Reporting and OHS Consultation with Momentum casual employees.