



Weekly Time Sheet

Mosaic Recruitment Pty Ltd
Level 1/150 Carruthers Street
Curtin ACT 2605
www.mosaicrecruitment.com.au

**Fax your signed timesheet to
(02) 8252 3111 by 12pm Tuesday**

Telephone: (02) 6257 5600
Facsimile: (02) 8252 3111
ABN: 94 064 528 454

Consultant: _____

Week ending Sunday: ___ / ___ / ___

Client Company: _____

Temporary's Full Name: _____

Invoice for attention of: _____

Temporary's Signature: _____

Address: _____

Phone: _____ Fax: _____

	Day/Month/Year	Start	Lunch	Finish	Total	Normal Time	Time & Half	Double Time
Monday								
Tuesday								
Wednesday								
Thursday								
Friday								
Saturday								
Sunday								
Please tick one box: <input type="checkbox"/> Assignment Finished <input type="checkbox"/> Assignment Continuing					Time:			

Authorising Name (please print)

Client's Authorising Signature

Date

Terms and Conditions of Business – Contracting and Temporary Assignments

IMPORTANT TO CLIENT: CLIENT'S SIGNATURE CONSTITUTES AGREEMENT OF TERMS & CONDITIONS BELOW

Unless Mosaic Recruitment Pty Ltd ("Mosaic") has entered into a separate written agreement signed by an authorised senior Mosaic manager in relation to the supply of the above named employee, Mosaic is supplying the above named employee (and will be supplying any further personnel who are provided by Mosaic to the Client) under Mosaic's Standard Terms and Conditions for the Hire of Temporary Staff (in relation to which Mosaic will not be bound by any additional or conflicting conditions unless these have been agreed in writing by an authorised senior Mosaic manager). A full copy of Mosaic's Standard Terms and Conditions for the Hire of Temporary Staff is available on request.