



Weekly Time Sheet

Mosaic Recruitment Pty Ltd
 Level 4, 52 Collins Street
 Melbourne VIC 3000
 www.mosaicrecruitment.com.au

**Fax your signed timesheet
 By Friday to (03) 9639 2500**

Telephone: (03) 9639 1444
 Facsimile: (03) 9639 2500
 ABN: 40 124 764 245

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.