



Weekly Time Sheet

Mosaic Recruitment Pty Ltd
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Melbourne VIC 3004
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**Fax your signed timesheet
by Friday to (03) 9867 4653**

Telephone: (03) 9860 5833
Facsimile: (03) 9867 4653
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.