



Aequalis Consulting Pty Ltd ABN 98 105 098 931
 Level 26, 1 Bligh Street, Sydney NSW 2000
 T 02 8916 7600
www.aequalisconsulting.com.au

Week Ending (Sunday):/...../.....

Assignment Status (Please Tick)

Continuing Complete

Temporary Employee First Name:

Temporary Employee Last Name:

Company Name:

Office Use Only

Day	Date	Time started	Time Finish	Less break	Total hours	OT1	OT2
Mon							
Tues							
Wed							
Thur							
Fri							
Sat							
Sun							
Total Hours for week							

When recording hours worked, please use decimals NOT minutes (eg. 15 minutes = 0.25 hours).
 and use 24hr format e.g.: 8.30 - 17.30

Please email it to accounts@aequalisconsulting.com.au

Temporary Certification: I have worked the above hours and no injuries were sustained

Temporary's Signature:

Client Authorisation:

I certify that the hours stated above are correct, that the work was performed in a satisfactory manner and that I have read, understand and accept the Terms and Conditions of Business.

Client Name (print) : **Client Title:**

Client Signature : **Date :**

NOTE: Temporary staff are supplied in accordance with Aequalis Consulting's Terms of Business. Should you or any of your affiliates employ a Aequalis Consulting Temporary, assigned currently or whose assignment was completed within the previous 12 months from the relevant date (either temporary or permanent) a permanent placement fee will apply, as per the Terms of Business.

