



## TSR Recruitment Ltd

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Sherwood Business Park, Nottinghamshire, NG15 0DT

Telephone: 0115 837 0500

Email: [payroll@tsrecruitment.co.uk](mailto:payroll@tsrecruitment.co.uk)

<b>Company Name</b>	
<b>Site Name / Address</b>	
<b>Week Ending (Sunday)</b>	
<b>Purchase Order Number</b>	
<b>Job Number</b>	

CANDIDATE NAME	TRADE	MON	TUE	WED	THUR	FRI	SAT	SUN	TOTAL
<b>COMMENTS:</b>									

All hours displayed above will be paid and charged as authorised

Any deductions for meal breaks etc, must be made prior to recording paid hours above

<b>Authorised by – Full Name</b>	
<b>Position with employer</b>	
<b>Authorised Signature</b>	
<b>Date</b>	

I certify that I am an authorised signatory for my employer (company name listed above) and that the above-named Temporary Worker/s have completed all works to my satisfaction & all hours worked have had the necessary breaks deducted. I confirm that I am in receipt of TSR Recruitment Ltd standard terms of business and that I am authorising TSR Recruitment Ltd to invoice my employer (company name listed above) and that any hours worked by the Temporary Worker/s will be paid in full.

Email: [payroll@tsrecruitment.co.uk](mailto:payroll@tsrecruitment.co.uk)

Please return by no later than 5pm on Monday to ensure payment is received.