

Day	Date	Started	Finished	Lunch Period	Hours Worked	Rate Analysis		
						Single Time	Time + 1/2	Double Time
WARNING - Wages will not be paid or dispatched until a completed Time Sheet, signed by a responsible official is received.				Basic hours worked			-2	-1
				Add overtime hours @ T 1/2			=	=
				Add overtime hours @ Double				
				Gross total of hours to be paid				

Remember to ring (028) 9024 9747 and ask for Wages Department if you wish to claim Holiday Pay or Email: julie.short@applerecruitment.com

Position in Company: Date:

APPLE *recruitment services*

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