

<b>EMPLOYEE NAME:</b>	<b>WEEK ENDING:</b>	<b>COMPANY NAME:</b> <b>(NOT DUNWOOD)</b>
<b>SUPERVISOR NAME:</b>	<b>SUPERVISOR CONTACT NUMBER:</b>	

	DATE *Date has to be Completed.	JOB NO: (If Applicable)	START TIME	END TIME	TOTAL BREAK	TOTAL HOURS	SITE ADDRESS	SUPERVISOR NAME PRINTED:	SUPERVISOR DAILY SIGNATURE
Monday									
Tuesday									
Wednesday									
Thursday									
Friday									
Saturday									
Sunday									
WEEKLY TOTALS:									

<ul style="list-style-type: none"> <li>• Timesheets are to be emailed to <a href="mailto:timesheets@dunwood.com.au">timesheets@dunwood.com.au</a> by 10am on Monday of each week. Failure to do so will lead to them not being processed until the following week.</li> <li>• Timesheets need to be signed off by the supervisor at the end of each shift.</li> <li>• Separate timesheets are required for each company that you work with.</li> <li>• Additional timesheets can be printed from our website <a href="http://www.dunwood.com.au">www.dunwood.com.au</a></li> <li>• Timesheets that can't be clearly read or missing information will be rejected</li> </ul>	<b>Notes:</b> <hr/> <hr/> <hr/> <hr/> <hr/>
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EMPLOYEE SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

SUPERVISOR SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_