



## Axiom Timesheet

**For week ending:**

**Candidate name:**

**Client name:**

	<b>Start time</b>	<b>Finish time</b>	<b>Overtime (# hours to nearest ¼)</b>	<b>Total # days</b>
<b>Monday</b>				
<b>Tuesday</b>				
<b>Wednesday</b>				
<b>Thursday</b>				
<b>Friday</b>				
<b>Saturday</b>				
<b>Sunday</b>				

I confirm the above candidate worked the hours/overtime as stated

**Signature:**

**Name:**

**Position:**

To ensure prompt payment, correctly authorised timesheets accompanied by an invoice are required by 10:00am every Monday.

Timesheets may be faxed to 01344 627424, emailed to [secretary@axiomexecutive.com](mailto:secretary@axiomexecutive.com) or sent by post to the address below.