



TIME SHEET - Driver Hire Southampton

NAME _____

Sunday Month Year

W/E _____

Driver Hire Southampton
Tel : 023 8067 8088 (24H) Fax : 023 8067 8089
Email : Southampton@DriverHire.co.uk

Time Sheets must reach this office SIGNED by the client by 9.00am Monday for work performed the previous week. Failure to do this may result in late payment of wages

						Expenses		RT(WT)R		OFFICE USE ONLY					
Day	Time	Breaks		Time	Type of Work	Client/Company	Expenses		P.O.A	Total DH Hours	Non DH Hours	HOURS		RATE	TOTAL
		From	To				Finish	Reg No.				Signature	£		
Mon					Type of Work	Client/Company									
					Reg NO	Signature									
Tues					Type of Work	Client/Company									
					Reg NO	Signature									
Wed					Type of Work	Client/Company									
					Reg NO	Signature									
Thurs					Type of Work	Client/Company									
					Reg NO	Signature									
Fri					Type of Work	Client/Company									
					Reg NO	Signature									
Sat					Type of Work	Client/Company									
					Reg NO	Signature									
Sun					Type of Work	Client/Company									
					Reg NO	Signature									

Please tick your availability for the following week: Monday Tuesday Wednesday Thursday Friday Saturday Sunday

Declaration - *This is a legal requirement*

I understand I am obliged to provide all working time regardless of whether I work for Driver Hire or another employer. I confirm that the information set out in this time sheet is accurate. I understand that falsification of the information contained in this time sheet may result in prosecution under the Road Transport Working Time Regulations 2005 and/or the termination of my engagement with Driver Hire. I also understand that if I have provided services or been asked to provide services to a client, other than as recorded on this or any other Driver Hire timesheet, I agree to inform Driver Hire at the earliest opportunity and, in any event, no later than when I submit this time sheet

Please sign every week. **Driver/Operative Signature:** _____ **Date** _____