



FAX: 1300 329 999 OR 1300 FAXXXX



PH: 1800DRIVERS

Email: payroll@1800drivers.com.au

PH: 13WORK

DAY / DATE	Grade/ Truck Size	START TIME	FINISH TIME	Lunch	Total	Ordinary Time	Time - Half	Double Time	Crib Meal
		CIRCLE AM / PM Use a separate timesheet for each worksite		OFFICE USE ONLY					
Monday: / /		AM PM	AM PM	1/2					
Tuesday: / /		AM PM	AM PM	1/2					
Wednesday: / /		AM PM	AM PM	1/2					
Thursday: / /		AM PM	AM PM	1/2					
Friday: / /		AM PM	AM PM	1/2					
Saturday: / /		AM PM	AM PM	1/2					
Sunday: / /		AM PM	AM PM	1/2					
They are big boxes Write BIG and legible times			TOTALS						
Please help us be accurate: Circle AM / PM Cross out each day not worked - Mark pay grade / class Date each day to avoid double payment				Timesheets will not be processed without dates beside each day. Unsigned and undated timesheets will delay your pay until YOU fix it. Client must sign and then YOU fax it to us by 10am Monday Pays are in bank Thursday morning if above is adhered to.					
Client Signature: Order Number: Signed in conjunction with Driver Recruitment Terms of Business. All times are accurate and payment is authorised				Employee Signature:					
Client Print Name: Company Name:				Employee Print Name: Company Worked at:					
Date: / /				Date: / /					
Contact Number:									

LUNCH BREAKS

30 minutes for lunch WILL be deducted, as covered by law and by award even if it is crossed out above.
Time sheets can be downloaded www.drivers.com.au

Please note that all timesheets must be sent by Monday lunch time to ensure your pay will not get delayed . Thanks