



for Locum & perm rewards... call julian
 Fax 0845 280 9982 julian@vetsjobline.com

Please :

1. Press firmly, using a **BLACK ballpoint pen.**
2. Notify us if your bank details change.
3. **Return this copy to the agency by 2 pm on Monday fax 0845 280 9982**
4. Use 24 hour clock for time sheet.
5. Do not use this form to claim expenses.

TIMESHEET

Full Name : _____

Address : _____

_____ Post Code _____

National Insurance No. : _____

Full Name & Address of Hospital : _____

Grade : _____

Speciality : _____

PLEASE CALL US AS SOON AS BANK DETAILS CHANGE

Bank Account No. _____

Bank Sort Code _____

I declare that the above is true and will reimburse the agency if I am overpaid as a result of any error. I accept responsibility for all accommodation and telephone charges.

LOCUM SIGNATURE :

We confirm a) Our agreement to the terms of business.

b) That the hours claimed are correct.

HEAD OF DEPARTMENT:

SIGNATURE _____

PRINT STATUS

& NAME

DATE : _____

DAY	DATE	START TIME	FINISH TIME	LENGTH OF MEAL BREAK	HOURS WORKED	FOR OFFICE USE ONLY
MONDAY						Total Hours Worked :
TUESDAY						
WEDNESDAY						
THURSDAY						
FRIDAY						
SATURDAY						
SUNDAY						
Please use 24 hour clock					Total hours worked	

Vets and Nurses Jobline

76 Alderton Hill, Loughton, Essex IG10 3JB Wages Tel: 0845 470 9990 **Wages Fax: 0845 280 9982**

Actionline Services Ltd Registered Number 3065734(England). Registered office: Old Station Road, Essex IG10 4PL

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