



Locum Links UK
Medical Staffing Professionals

251 Worsley Road
Swinton
Manchester
M27 0YE
Tel: 0161 241 5183

LOCUM TIMESHEET

Please ensure your timesheet is fully completed and either faxed to 0161 241 6711 or emailed to Locum Links UK before 17.00 Tuesday to secure payment. Failure to do so may result in payment being delayed.

Section One:

Practitioners Name: _____ Week Ending: _____

Post: _____ Self Employed/PAYE: _____

Client's Name: _____ Tel No: _____

Client's Address: _____

Section Two:

<u>NORMAL HOURS</u>						<u>ON-CALL HOURS</u>			
DAY	DATE	START	BREAK	FINISH	TOTAL HRS Without breaks	START	FINISH	TOTAL HRS	VISITS
Monday									
Tuesday									
Wednesday									
Thursday									
Friday									
Saturday									
Sunday									
TOTAL HOURS:									
CONFIRMED EXPENSES: (Attach receipts and claim forms)									

Section Three:

AUTHORIZATION:

I am an authorized signatory of the above named client. By signing the timesheet I do agree to the Terms of Business as indicated on your website. www.locumlinksuk.com

AUTHORISED BY: _____ PRINT NAME: _____

POSITION HELD: _____ DATE: _____