www.ljbrecruit.com

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Week-ending Sunday.….….../…….…../2025

Client Company Name ……………………………………………………………………….

Site Address/Reference ………………………………………… PO …………………….

Temporary Worker ………………………………………………………………………

Hours Booked or Days Booked (🗸)

Monday …………… ……………

Tuesday …………… ……………

Wednesday …………… ……………

Thursday …………… ……………

Friday …………… ……………

Saturday …………… ……………

Sunday …………… ……………

**Total Hours Total Days**

**Booked** …………… **Booked** ……………

Travel & subsistence/expenses (if applicable) £…………

In accordance with LJB & Co. terms of business, the Client confirms that the total number of hours above is correct and that the work is satisfactory.

Client’s Signature ……………………………….. Dated ……….../…………/2025

Print Name ………………………………... Position …………………………………….