



**GURIJALA SERVICES PTY LTD – TIMESHEET**  
**EMAIL: payroll@gurijalaserVICES.com.au**

<b>Employee Name: (Print Clearly)</b>					<b>Company:</b>			<b>Site:</b>				
<b>Position:</b>					<b>Weekending:</b>			<b>Overtime Approved (Please circle):</b>				
								<b>YES</b>		<b>NO</b>		
Day	Date	Start Time	Unpaid Break/s	Finish Time	Total Hrs	Site Supervisors Signature	Site Supervisor Name	NT	1.5	2.0	A/Noon Shift	Night Shift
Monday												
Tuesday												
Wednesday												
Thursday												
Friday												
Saturday												
Sunday												
<b>Total</b>												

**Employee Signature**

Payment of wages **will** be delayed if Timesheets are not signed by both the employees and the supervisors.

Timesheets must be received by Gurijala Services **No later than 10am Monday**

*I certify the above hours to be true and correct.*

**Client Disclaimer:**

Approval of this time sheet is deemed authorisation of the hours worked for invoicing purposes and of the client's continued acceptance of Gurijala Services Pty Ltd's Terms of Business.

Approval of this timesheet is deemed that WHS Legislative compliance has been met including WHS Site Induction, Incident and Accident Reporting and WHS Consultation with Gurijala Services casual employees.