



BESPOKE

TBC BESPOKE TIMESHEET

SWIPE TIME	IN:	OUT:
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This form MUST be received by the end of the DAY you are working. It MUST be submitted to the office directly OR via email to timesheets@tbcmanagement.co.uk. TBC reserves the right NOT to book you if your timesheets are late.

NAME:	-----	Counter Cover
CONSULTANTS SIGNATURE	-----	Promotion
CLIENT	-----	
	STORE	

Pay Roll No.	DAY	DATE	Hours e.g 845-5	Total Sales	Lost Sales	TARGET	No of Units	Arrival time on counter		Overtime, number of hours and authorised signature	
										+Hours	Signature
				£	£	£350					

SALES ABILITY:	
PUNCTUALITY:	
AUTHORISED SIGNATURE:	
NAME (PRINT):	

GROOMING:	
WOULD YOU EMPLOY THEM AGAIN:	
DATE:	
POSITION:	

Overtime can only be paid by tbc if it has been agreed and authorised by both tbc and client prior to commencement of the overtime and your timesheet is received on time.	Office Use Only	
	Date Received:	

TBC and the client reserve the right to withhold payment if we do not receive the signed report within the specified time
 Fax No: 020 7584 5276
 Please phone tbc to confirm the receipt of your faxed pages



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