

WELDMEC

Construction Limited

Pipe and Steel Fabrication & Civil Engineering

Rockhampton Business Units
Newton Thornbury
Bristol BS35 1LG
TEL: 0454 501160
FAX: 01454 501230

Weekly Time Record-

Location, Details, Date, and Name **MUST** be filled in or there will be delays in Payment

Employee: NAME				
MUST BE ON MY DESK MONDAY! OR YOU WILL MISS THE PAY RUN		Week ending:		
	LOCATION/JOB	Details of Work done/Job being work on in the Yard	Hours Worked	Meal Yes/No
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				
			Total Hours Worked	
			Total Number of Meals	

Employee signature

Date