Timesheet

Fax back to: 0871 236 2878
Telephone enquiries: 0845 226 1905

It is the responsibility of the supply teacher to ensure that Eteach UK Ltd receives this timesheet by the following Monday to ensure that payment to the teacher will be received on the following Friday.

Teacher's Name		Week Ending Date (Sunday)	D	D	M	M	Y	Y	Y	Y

Teacher's Email Address	

School Name		Postcode							

School Email Address	

The school should complete this section. Please photocopy this timesheet for your records if required.

	Monday	Tuesday	Wednesday	Thursday	Friday	Total Hours (Excluding lunch)
Full Day						
Half Day						

I confirm that the total days worked are correct and will accept your accounts for the chargeable days at the agreed rate. I also accept the terms and conditions of business for Eteach UK Ltd.

Name of Signatory		Position	

Signature		Date	D	D	M	M	Y	Y	Y	Y

Eteach UK Ltd, Academy House, 403 London Road, Camberley, Surrey GU15 3HL

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