



## CONTRACT-MONTHLY TIME SHEET

Name of Employee: _____	NRIC No.: _____
Bank's Name: _____	Account No.: _____

For the month of: \_\_\_\_\_

No.	Date	Time Started	Time Finished	Less Lunch Period	Total Hours		Remarks
					Normal	Overtime	
1							
2							
3							
4							
5							
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26							
27							
28							
29							
30							
31							

Company name:		
Company Stamp	Authorised Name	Employee's Signature

**MAIN OFFICE**  
8 Eu Tong Sen Street #14-89  
The Central Singapore 059818  
**Tel : +65 6737 2414** Fax : +65 6227 9668

**TAMPINES OFFICE**  
No.1 Tampines Central 5, #07-02  
CPF Tampines Building Singapore 529508  
**Tel : +65 6226 2414** Fax : +65 6221 7317

**ACCOUNTS DEPARTMENT (Main office)**  
Tel: 6737 2414 Fax: 6227 9668  
Email : accs@temp-team.com.sg

The undersigned on behalf of the company hereby certify and confirm the above stated hours and agree to the terms and conditions of services and payment as indicated by TEMP-TEAM Pte Ltd.

\* Candidate: Important to ensure that this time sheet is completely filled up, duly signed and with company stamp.