



Borne Resourcing Ltd.
 2nd Floor, New Wing
 Somerset House
 Strand
 London
 WC2R 1LA
 T. 020 3701 7420
 info@borneltd.com
 www.borneltd.com

Please complete and return this timesheet signed by the Client's representative to timesheets@borneltd.com before 10:00am on a Monday

Locum Details:

Locum Name: Locum Signature:

Client Name: Client Address:

Week Commencing Date:

Date (please specify)	Session	Start	Finish	Breaks	Total Hours (Including deduction for breaks)	Client Signature	Client Position
Monday	AM						
	PM						
Tuesday	AM						
	PM						
Wednesday	AM						
	PM						
Thursday	AM						
	PM						
Friday	AM						
	PM						
Saturday	AM						
	PM						
Sunday	AM						
	PM						

Visit Mileage and Information

Date of Visit	Patient Name	Visit Time	Total Mileage	Client Signature
1.				
2.				
3.				

Notice to Client

By signing this timesheet, the Client (i) certifies the above – mentioned Locum has satisfactorily carried out the assignment at the stated times (ii) acknowledges that we will rely upon the signed timesheet as authority to pay the Locum and invoice the Client accordingly and (iii) undertakes to pay the relevant charges. The signatory warrants that they are authorised to sign this timesheet on behalf of the Client.

Notice to Locum

Should the Locum have any queries regarding pay, please telephone the Borne Resourcing Payroll Department at 2nd Floor, New Wing, Somerset House, Strand, London WC2R 1LA. Tel: 020 3701 7420 Fax: 020 7990 9097

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