

**Mahoney Contracts Ltd  
WEEKLY TIME SHEETS**

NAME: \_\_\_\_\_

Week Ending Fri: \_\_\_\_\_

AUTHORISED BY: \_\_\_\_\_

Van Reg: \_\_\_\_\_

	Job location	Job No.	Start Time	Finish Time	Less ½hr Lunch	Job Hours	Daily Hours	O/N Allow
<b>Mon</b>								
<b>Tues</b>								
<b>Wed</b>								
<b>Thurs</b>								
<b>Fri</b>								
<b>Sat</b>								
<b>Sun</b>								
WEEKLY TOTAL								

1/2 hour lunch deducted even when staying away

£25.00 per night overnight allowance (O/N Allow) for staying away

A worksheet must be completed for all maintenance jobs

Leave completed forms in the office or email [accounts@smahoney.co.uk](mailto:accounts@smahoney.co.uk) before Tuesday 1pm