Consultant Monthly Timesheet

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Consultant Details: | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | |
| First Name | |  | Middle Name | | | |  | Last Name | | |  | Maiden Name | |
|  | | | | | | | | | | | | | |
| Henry | |  |  | | | |  | Holt | | |  | Marcellus | |
|  | |  |  | | | |  |  | | |  |  | |
| Employee ID | |  | Department | | | |  | Pay Period | | |  | Daily Rate | |
|  | | | | | | | | | | | | | |
| ID 1562 | |  | Marketing | | | |  | May 2020 | | |  | $500.00 | |
|  | |  |  | | | |  |  | | |  |  | |
| Days Worked: | | | | | | | | | | |  | Employee Record # | |
| Sun | Mon | Tues | | Wed | Thu | | | Fri | | Sat |  | REC04567 | |
|  |  |  | |  |  | | | 1 | | 2 |  | Rate per Day | |
| 3 | 4 | 5 | | 6 | 7 | | | 8 | | 9 |  | $500.00 | |
| 10 | 11 | 12 | | 13 | 14 | | | 15 | | 16 |  | No. of Days | |
| 17 | 18 | 19 | | 20 | 21 | | | 22 | | 23 |  | 5 | |
| 24 | 25 | 26 | | 27 | 28 | | | 29 | | 30 |  | Total Pay | |
| 31 |  |  | |  |  | | |  | |  |  | $2500.00 | |
| - circle the working Days. | | | | | | | | | | |  |  | |
| Department Use only: | | | | | | | | | | | | | |
|  | | |  | | | | | | | |  |  | |
| Pay from position # | | | 938987248782874 | | | | | | | | |  | |
|  | |  |  | | | | | | | |  |  | |  |
| Completed by | | Dyane Clarke | | | | Phone | | | +1565959849 | | | Date | 31st May 2020 |