

Time Sheet

Employee Name: Ollie Martin


Employee Role: Marketing Manager

Date	Activity	Start Time	End Time	Total Hours
23/05/18	Meeting			1
25/05/18	S03			5
24/05/18	Content development			3
25/05/18	Documentation			6
TOTALS:				15

I certify that these hours are a true and accurate record of all time worked during the pay period.

Employee Signature
Date: 27/5/18



Project Manager Signature: 
Date: 28/5/18
