

SPLEEN CENTRAL

Points to remember: 1. You must be signed in and out of your shift and break(s)

2. You must sign off your timesheet at the conclusion of the week in order to receive your pay

3. Timesheets must be complete by the conclusion of the working week (Sat/Sun) in order to receive your pay

TIMESHEET

Staff member (full name): JOEY BAUWERS

Week commencing, Monday 10/1

(for double shifts)

| | START | signed in by | BREAK sign out time | signed out by | BREAK sign in time | signed in by | FINISH | signed out by | TOTAL | START | signed in by | BREAK sign out time | signed out by | BREAK sign in time | signed in by | FINISH | signed out by | TOTAL |
|-----------|-------|--------------|---------------------|---------------|--------------------|--------------|--------|---------------|-------|-------|--------------|---------------------|---------------|--------------------|--------------|--------|---------------|-------|
| Monday | 1530 | | | | | | 0645 | | | | | | | | | | | |
| Tuesday | 2030 | | | | | | 0630 | | | | | | | | | | | |
| Wednesday | 2100 | | 0000 | | 0030 | | 0545 | | | | | | | | | | | |
| Thursday | 1400 | | | | | | 1900 | | | | | | | | | | | |
| Friday | 2200 | | 0000 | | 0030 | | 0630 | | | | | | | | | | | |
| Saturday | | | | | | | | | | | | | | | | | | |
| Sunday | | | | | | | | | | | | | | | | | | |

Manager sign off:

I understand that I will be paid according to the above record of my hours, SIGNED:

Staff member (full name): TRYSTAN JONGEJAN.

Week commencing, Monday 10/01/22

(for double shifts)

| | START | signed in by | BREAK sign out time | signed out by | BREAK sign in time | signed in by | FINISH | signed out by | TOTAL | START | signed in by | BREAK sign out time | signed out by | BREAK sign in time | signed in by | FINISH | signed out by | TOTAL |
|-----------|-------|--------------|---------------------|---------------|--------------------|--------------|--------|---------------|-------|-------|--------------|---------------------|---------------|--------------------|--------------|--------|---------------|-------|
| Monday | | | | | | | | | | | | | | | | | | |
| Tuesday | | | | | | | | | | | | | | | | | | |
| Wednesday | | | | | | | | | | | | | | | | | | |
| Thursday | | | | | | | | | | | | | | | | | | |
| Friday | 00:00 | | 2:00 | | 2:30 | | 06:00 | | 5.5 | | | | | | | | | |
| Saturday | | | | | | | | | | | | | | | | | | |
| Sunday | | | | | | | | | | | | | | | | | | |

Manager sign off:

I understand that I will be paid according to the above record of my hours, SIGNED:

SPLEEN CENTRAL

Points to remember:

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TIMESHEET

Staff member (full name):

Week commencing, Monday

Charlotte Gillett.

10/01/20

| | START | signed in by | BREAK | | BREAK | | signed in by | FINISH | signed out by | TOTAL | (for double shifts) | | signed in by | FINISH | signed out by | TOTAL |
|-----------|-------|-----------------|------------------|------------------|-----------------|-----------------|-----------------|--------|------------------|-------|---------------------|--|-----------------|--------|------------------|-------|
| | | | sign out time | signed out by | sign in time | signed in by | | | | | | | | | | |
| Monday | | | | | | | | | | | | | | | | |
| Tuesday | | | | | | | | | | | | | | | | |
| Wednesday | 2300 | | 0130 | | 0200 | | | 0400 | | 4.5 | | | | | | |
| Thursday | 2200 | | 0000 | | 0030 | | | 0400 | | | | | | | | |
| Friday | | | | | | | | | | | | | | | | |
| Saturday | | | | | | | | | | | | | | | | |
| Sunday | | | | | | | | | | | | | | | | |

Manager sign off:

I understand that I will be paid according to the above record of my hours, SIGNED:

Staff member (full name):

KAREN MONCADA

Week commencing, Monday

10/01/20

| | START | signed in by | BREAK | | BREAK | | signed in by | FINISH | signed out by | TOTAL | (for double shifts) | | signed in by | FINISH | signed out by | TOTAL |
|-----------|-------|-----------------|------------------|------------------|-----------------|-----------------|-----------------|--------|------------------|-------|---------------------|--|-----------------|--------|------------------|-------|
| | | | sign out time | signed out by | sign in time | signed in by | | | | | | | | | | |
| Monday | | | | | | | | | | | | | | | | |
| Tuesday | | | | | | | | | | | | | | | | |
| Wednesday | | | | | | | | | | | | | | | | |
| Thursday | | | | | | | | | | | | | | | | |
| Friday | 1030 | | 10AM | | 130 | | | 6AM | | | | | | | | |
| Saturday | | | | | | | | | | | | | | | | |
| Sunday | | | | | | | | | | | | | | | | |

Manager sign off:

I understand that I will be paid according to the above record of my hours, SIGNED:

Karen

SPLEEN CENTRAL

- Points to remember:
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TIMESHEET

Staff member (full name):

Week commencing, Monday

PHOEBE ASKHAM

10/1

| | START | signed in by | BREAK sign out time | signed out by | BREAK sign in time | signed in by | FINISH | signed out by | TOTAL | (for double shifts) | | signed in by | BREAK sign out time | signed out by | BREAK sign in time | signed in by | FINISH | signed out by | TOTAL |
|-----------|-------|-----------------|---------------------------|------------------|--------------------------|-----------------|--------|------------------|-------|---------------------|-----------------|-----------------|---------------------------|------------------|--------------------------|-----------------|--------|------------------|-------|
| | | | | | | | | | | START | signed in by | | | | | | | | |
| Monday | | | | | | | | | | | | | | | | | | | |
| Tuesday | 23:00 | | — | | — | | | | 06:15 | 7:25 | | | | | | | | | |
| Wednesday | 23:00 | | 02:00 | | 02:30 | | | | 05:45 | 6:25 | | | | | | | | | |
| Thursday | | | | | | | | | | | | | | | | | | | |
| Friday | 21:00 | | 23:30 | | 00:00 | | | | 03:00 | 5:5 | | | | | | | | | |
| Saturday | | | | | | | | | | | | | | | | | | | |
| Sunday | | | | | | | | | | | | | | | | | | | |

Manager sign off:

I understand that I will be paid according to the above record of my hours, SIGNED:

Staff member (full name):

Jack Headman

Week commencing, Monday

| | START | signed in by | BREAK sign out time | signed out by | BREAK sign in time | signed in by | FINISH | signed out by | TOTAL | (for double shifts) | | signed in by | BREAK sign out time | signed out by | BREAK sign in time | signed in by | FINISH | signed out by | TOTAL |
|-----------|-------|-----------------|---------------------------|------------------|--------------------------|-----------------|--------|------------------|-------|---------------------|-----------------|-----------------|---------------------------|------------------|--------------------------|-----------------|--------|------------------|-------|
| | | | | | | | | | | START | signed in by | | | | | | | | |
| Monday | | | | | | | | | | | | | | | | | | | |
| Tuesday | | | | | | | | | | | | | | | | | | | |
| Wednesday | | | | | | | | | | | | | | | | | | | |
| Thursday | 12am | 12 | 1:00 | | 2:30 | | | | 6:45 | 6:25 | | | | | | | | | |
| Friday | 7pm | | — | | — | | | | 10pm | 3hr | | | | | | | | | |
| Saturday | 9pm | — | 11:30 | | 12:00 | | | | 6:45 | 5:5 | | | | | | | | | |
| Sunday | | | | | | | | | | | | | | | | | | | |

Manager sign off:

I understand that I will be paid according to the above record of my hours, SIGNED:

19

Points to remember:

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SPLEEN CENTRAL

TIMESHEET

Staff member (full name):

Daniel Faukhauser

Week commencing, Monday

10/01/22

(for double shifts)

| | START | signed in by | BREAK sign out time | signed out by | BREAK sign in time | signed in by | FINISH | signed out by | TOTAL | START | signed in by | BREAK sign out time | signed out by | BREAK sign in time | signed in by | FINISH | signed out by | TOTAL |
|-----------|-------|-----------------|---------------------------|------------------|--------------------------|-----------------|--------|------------------|-------|-------|-----------------|---------------------------|------------------|--------------------------|-----------------|--------|------------------|-------|
| Monday | 2300 | | | | | | 515 | | 625 | | | | | | | | | |
| Tuesday | 2500 | | | | | | 515 | | 625 | | | | | | | | | |
| Wednesday | | | | | | | | | | | | | | | | | | |
| Thursday | 2200 | | | | | | 0530 | | 7.5 | | | | | | | | | |
| Friday | 2200 | | | | | | 0530 | | 7.5 | | | | | | | | | |
| Saturday | 2200 | | | | | | 0530 | | 7.5 | | | | | | | | | |
| Sunday | | | | | | | | | | | | | | | | | | |

Manager sign off:

I understand that I will be paid according to the above record of my hours, SIGNED:

Staff member (full name):

Tori Boundy

Week commencing, Monday

10/01/21

(for double shifts)

| | START | signed in by | BREAK sign out time | signed out by | BREAK sign in time | signed in by | FINISH | signed out by | TOTAL | START | signed in by | BREAK sign out time | signed out by | BREAK sign in time | signed in by | FINISH | signed out by | TOTAL |
|-----------|-------|-----------------|---------------------------|------------------|--------------------------|-----------------|--------|------------------|-------|-------|-----------------|---------------------------|------------------|--------------------------|-----------------|--------|------------------|-------|
| Monday | | | | | | | | | | | | | | | | | | |
| Tuesday | 15.00 | | 20:00 | | 20:30 | | 22:30 | | 7. | | | | | | | | | |
| Wednesday | — | | — | | — | | | | | | | | | | | | | |
| Thursday | 20:00 | | 00:00 | | 00:30 | | 06:45 | | 10.25 | | | | | | | | | |
| Friday | 22:00 | | 00:30 | | 01:00 | | 06:15 | | 7.75 | | | | | | | | | |
| Saturday | 28.00 | | 01:15 | | 01:45 | | 06:15 | | 6.75 | | | | | | | | | |
| Sunday | | | | | | | | | | | | | | | | | | |

Manager sign off:

I understand that I will be paid according to the above record of my hours, SIGNED:

31.75