

**UKPS TIMESHEET**

Name:		Client:	
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Position:		Worksite:	
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W/E Friday:		Travel Rate:	100% / 60% / 50%
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(please delete as applicable)

	SAT	SUN	MON	TUE	WED	THU	FRI	TOTAL
Hours Worked:								
Off / Onshore:								
Sector e.g. UK:								

State "Off", "On", "Base", "Travel"

Remarks:	
Signed: (Personnel)	Signed: (Immediate Supervisor)
Date:	Date:

Email to [ukps.offshore@f-e-t.com](mailto:ukps.offshore@f-e-t.com) / Fax: +44 (0) 1493 856377

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Notes: Please ensure that this timesheet is signed off by the relevant Supervisor/Representative before sending to UKPS. This documentation does not act as an invoice.

\* If a discrepancy exists between this timesheet and your submitted invoice for this project, it could result in a delay of payment so please ensure both are correct.

Key Ref: E.g. N = Norway, D = Denmark, O = Offshore, ON = Onshore and T = Travel