# [Company name]

How to use this document: delete this paragraph before saving, sharing, or circulating it. Every part shown in blue is yours to replace: type your own details over each blue [field] until no blue remains. Then select all (Ctrl+A) and set the font colour to the same dark colour throughout. What is left is your finished document.

## Painter timesheet

Weekly hours for painters - site, start, finish and totals, ready for payroll.

**Operative:** _____

**Week starting:** _____

### Hours

| Day | Date | Site / job | Start | Finish | Break | Total |
|---|---|---|---|---|---|---|
| Monday | | | | | | |
| Tuesday | | | | | | |
| Wednesday | | | | | | |
| Thursday | | | | | | |
| Friday | | | | | | |
| Saturday | | | | | | |
| Sunday | | | | | | |

### Totals

**Total hours this week:** _____

**Overtime hours:** _____

### Sign-off

**Operative:** _____ **Approved by:** _____ **Date:** _____