

Client Name:	<input type="text"/>	Purple Ref No.:	<input type="text"/>
Employer Name:	<input type="text"/>	Employer Signature:	<input type="text"/>
Employee Name:	<input type="text"/>	Employee Signature:	<input type="text"/>

I, the employer, can confirm that this is a correct record of the hours worked by my employee for the period detailed. I authorise Purple to process payment and calculate the necessary HMRC payroll based on this information.

	Day	Date	Weekdays		Nights/Weekends		Annual Leave	Off Sick
			Hours	Rate	Hours	Rate		
Week 1	Mon							
	Tue							
	Wed							
	Thu							
	Fri							
	Sat							
	Sun							
Week 2	Mon							
	Tue							
	Wed							
	Thu							
	Fri							
	Sat							
	Sun							
Week 3	Mon							
	Tue							
	Wed							
	Thu							
	Fri							
	Sat							
	Sun							
Week 4	Mon							
	Tue							
	Wed							
	Thu							
	Fri							
	Sat							
	Sun							
		<b>Total</b>						