Spotless Cleaning Services Ltd

Cleaning service timesheet

Weekly hours - client sites, start, finish and totals, ready for payroll.

Name	Sarah Mitchell
Week starting	9 November 2026

Hours

Day	Date	Client / site	Start	Finish	Break	Total
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						
Saturday						
Sunday						

Totals

	Hours
Total hours this week	
Overtime hours	

Sign-off

Staff member	Approved by	Date