

# Weekly Time Sheet

[Client\Company Name]

**Contractor:**  
**Contractor phone:**  
**Contractor e-mail:**  
**Client:**

Week Start:
Hourly Rate:
Minimum Hours:

Day	Date	Project	Billable Hours	Non-Billable Hours	Total
		Project 1			
		Project 1			
		Project 2			
		Project 2			
		Project 2			
		Project 1			
		Project 1			
<b>Total</b>					\$ -

\_\_\_\_\_  
Contractor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company Signature

\_\_\_\_\_  
Date