

# Timesheet

Customer:

Purchase order number:

TPS order number:

Project description:

Workplace/City:

Week number:

Name employee:	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Total

Is your workplace location different from your standard workplace/city, please enter your workplace/city in that specific day:

Signature Customers Representative:

Remarks:

Please complete your hours digitally for every working week and upload a picture/copy of the undersigned version of this timesheet in your TPS Salary portal (Tigris application). To ensure timely and complete payment of salaries, the **Deadline** for every upload is: **The next Monday before 12.00 o'clock.**