



## 121 Tutoring Solutions Ltd | Timesheet

Tutor Full Name:

Tutor ID:

Assignment Full Address:

Week Commencing:

	Arrival	Departure	Total Hours
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			
Sunday			
<b>Total Tutoring Hours</b>			

I confirm that the above tutor has completed the hours and I am satisfied with the service I received. Furthermore, I understand that if I subsequently engage the tutor or introduce them to any third party, then a tutoring fee may be charged.

Client Name:

Client Signature:

Date:

### Information for tutors:

Timesheets due by 12 noon Monday of the week after you have worked. You can send them by:

**Fax:** 0161 261 7402

**Scan and email:** [tutorsupport@121tutoringsolutions.co.uk](mailto:tutorsupport@121tutoringsolutions.co.uk)

**Post:** HR Department, 121 Tutoring Solutions, 129 Deansgate, Manchester, M3 3WR

**If your timesheet is received on time payment will be made Friday of the week after you have worked.**