

CONTRACTOR TIMESHEET

Log the job and clock times; hours times your rate is the amount to invoice. No overtime, by design.

Contractor / business

Bill to (client)

Week starting (Mon)

Hourly rate

Contract / PO #

Invoice #

Day	Date	Job / site / task	Time in	Time out	Hours	Amount
Monday						
Tuesday						
Wednesday						
Thursday						
Friday						
Saturday						
Sunday						

Total hours

AMOUNT TO INVOICE

Federal overtime rules apply to employees, not independent contractors - bill hours at the contracted rate. Pair with our hourly invoice template.

Contractor signature / date

Client acknowledgment / date