

# Simple Contractor Timesheet Form

This **simple contractor timesheet form** sample is designed specifically for small businesses to efficiently track work hours. It provides an easy-to-use layout that ensures accurate timekeeping and streamlined payroll processing. Ideal for managing contractor hours without unnecessary complexity.

## Contractor Information

Name: \_\_\_\_\_

Project/Job Name: \_\_\_\_\_

Week Starting: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Business Name: \_\_\_\_\_

## Weekly Timesheet

Date	Day	Start Time	End Time	Breaks (hrs)	Total Hours	Description of Work
____ / ____ / ____	Monday	_____	_____	_____	_____	_____
____ / ____ / ____	Tuesday	_____	_____	_____	_____	_____
____ / ____ / ____	Wednesday	_____	_____	_____	_____	_____
____ / ____ / ____	Thursday	_____	_____	_____	_____	_____
____ / ____ / ____	Friday	_____	_____	_____	_____	_____
____ / ____ / ____	Saturday	_____	_____	_____	_____	_____
____ / ____ / ____	Sunday	_____	_____	_____	_____	_____
Total Hours for Week:					_____	

Contractor Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Manager Approval: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_