THE ProVisio GROUP

TIME REPORTING SHEET

01376

12941 North Freeway Suite 210 Houston, Texas 77060 Phone; (281) 872-3700 Fax: (281) 872-4343

CONSULTANT _____ **PERIOD: FROM** _____ **TO** _____

CUSTOMER _____ **MANAGER** _____

CLIENT ACTIVITY	CODE	1 16	2 17	3 18	4 19	5 20	6 21	7 22	8 23	9 24	10 25	11 26	12 27	13 28	14 29	15 30	31	TOTALS
Holiday																		
Sick																		
Vacation																		
TOTALS																		

EXPENSES			
DATE	DESCRIPTION	BILLABLE	NON-BILLABLE

For Office Use Only			
Billable Hours		Other	
Nonbillable Hours		Total Hours	
Holiday			
Sick			
Vacation		Overtime Hours	

CONSULTANT SIGNATURE _____ **MANAGER SIGNATURE** _____

DATE _____ **DATE** _____

OFFICE COPY