

# HOURLY ACCOUNTING

## Executing company

|                  |  |        |  |
|------------------|--|--------|--|
| Contact person   |  |        |  |
| Company          |  |        |  |
| Street           |  | Tel:   |  |
| Post code / City |  | e-mail |  |

## Project data

|                       |  |
|-----------------------|--|
| Client / Customer     |  |
| Place of installation |  |
| Job number            |  |
| Project-No. Customer  |  |

## Traveling hours

| Month       | Arrival |    | Departure |    | Time<br>[Hours] | driven<br>distance | Car<br>License plate | Comments |
|-------------|---------|----|-----------|----|-----------------|--------------------|----------------------|----------|
|             | from    | to | from      | to |                 |                    |                      |          |
| Monday      |         |    |           |    |                 |                    |                      |          |
| Tuesday     |         |    |           |    |                 |                    |                      |          |
| Wednesday   |         |    |           |    |                 |                    |                      |          |
| Thursday    |         |    |           |    |                 |                    |                      |          |
| Friday      |         |    |           |    |                 |                    |                      |          |
| Saturday    |         |    |           |    |                 |                    |                      |          |
| Sunday      |         |    |           |    |                 |                    |                      |          |
| Total hours |         |    |           |    |                 |                    |                      |          |

## Working hours

| Month       | Time |    | Time |    | Working<br>time<br>[Hours] | Description of the performed work |
|-------------|------|----|------|----|----------------------------|-----------------------------------|
|             | from | to | from | to |                            |                                   |
| Monday      |      |    |      |    |                            |                                   |
| Tuesday     |      |    |      |    |                            |                                   |
| Wednesday   |      |    |      |    |                            |                                   |
| Thursday    |      |    |      |    |                            |                                   |
| Friday      |      |    |      |    |                            |                                   |
| Saturday    |      |    |      |    |                            |                                   |
| Sunday      |      |    |      |    |                            |                                   |
| Total hours |      |    |      |    |                            |                                   |

Waiting times & extra work

| Month     | Time |    | Time |    | Working<br>time<br>[Hours] | Reason for delays |
|-----------|------|----|------|----|----------------------------|-------------------|
|           | from | to | from | to |                            |                   |
| Monday    |      |    |      |    |                            |                   |
| Tuesday   |      |    |      |    |                            |                   |
| Wednesday |      |    |      |    |                            |                   |
| Thursday  |      |    |      |    |                            |                   |
| Friday    |      |    |      |    |                            |                   |
| Saturday  |      |    |      |    |                            |                   |
| Sunday    |      |    |      |    |                            |                   |

Total hours \_\_\_\_\_

Other remarks

In the case of fixed price agreements, the signature shall be deemed to be confirmation of the work performed and goods delivered.

The correctness of the records is hereby confirmed.

Date \_\_\_\_\_

\_\_\_\_\_  
Installateur

\_\_\_\_\_  
Client

per mail to [info@eltherm.com](mailto:info@eltherm.com)

864309005 Hourly accounting EN - subject to technical changes without notice.