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| **INVOICE TEMPLATE** |  |

Your Name   
Address Line 1   
Address Line 2   
Address Line 3   
Post Code

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| **Bill To:**  Swim With Style  UNIT 11  BINGSWOOD INDUSTRIAL ESTATE WHALEY BRDIGE HIGH PARK SK23 7LY |  | **Invoice #:** |  |
| **Invoice Date:** |  |
| **Date Due:** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Description | Date: | Rate (p/h) | Total Due |
| Swim Lesson | 00/00/00 | £0.00 | £0.00 |
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|  |  | Total: | £000.00 |

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| Thank you | Please pay  Account No: 0000000000  Sort Code: 00 00 00 |

Logo, company name

Description automatically generated

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| Lesson Ability: |  | Time: |  | Date: |  |
|  |  |  |  |  |  |
| Introduction/Recap  Main Theme  Contrasting Activity | | | | | |
|  | | | | | |
| Teachers Notes: | | | | | |

LESSON REGISTER TEMPLATE

|  |  |  |  |
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| “Day” Lesson Register | Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |  |  |
|  |  |  |  |
| Members Name | Course Name | Start Time | Attended |
|  |  |  |  |
| Child’s Name | Octopus 1,2,3 | 16:00 |  |
|  | Octopus 1,2,3 | 16:00 |  |
|  | Octopus 1,2,3 | 16:00 |  |
|  | Octopus 1,2,3 | 16:00 |  |
|  | Octopus 1,2,3 | 16:00 |  |
|  |  |  |  |
|  |  |  |  |
| Child’ Name | Goldfish 2 | 16:30 |  |
|  | Goldfish 2 | 16:30 |  |
|  | Goldfish 2 | 16:30 |  |
|  | Goldfish 2 | 16:30 |  |
|  | Goldfish 2 | 16:30 |  |
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|  |  |  |  |
| Child’s Name | Octopus 1,2,3 | 17:00 |  |
|  | Octopus 1,2,3 | 17:00 |  |
|  | Octopus 1,2,3 | 17:00 |  |
|  | Octopus 1,2,3 | 17:00 |  |
|  | Octopus 1,2,3 | 17:00 |  |
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|  |  | 17:30 |  |
|  |  | 17:30 |  |
| Child’s Name | Goldfish 1 | 17:30 |  |
|  | Goldfish 1 | 17:30 |  |
|  | Goldfish 1 | 17:30 |  |
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Time Sheet

Week Of: Start Date — End Date

# Swim with Style

## Site Name

|  |  |
| --- | --- |
| Employee name: | Title: |
|  | Status: |
|  | Supervisor: |

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Start Time | End Time | Total Hours |
| Date |  |  |  |
| Date |  |  |  |
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| Date |  |  |  |
| Date |  |  |  |
| Weekly Totals |  |  |  |

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| --- | --- |
| Employee signature: | Date: |
| Supervisor signature: | Date: |