

# Project Time Spent Report

Paul Davies

Mike Lamb

Date	Time	Purpose	Details	Duration (Hrs)
15/04/2010	10:00		Referral from [redacted] Review App [redacted] and Fins and meet with [redacted] next week to discuss how to proceed.	1.00
21/04/2010	16:00		[redacted] to review progress to date and decide how to move forward. Agreed I would top and tail App, update Financials and pass back [redacted] ready for submission.	1.00
01/05/2010	13:00		(Saturday) - Worked on Application & Financials. Revamped his management accounts into QB, re-did forecasts and finalised application. E-mailed to [redacted]	8.00
04/05/2010	14:00		Met with [redacted] to discuss and decide on course of action. Spent further 30 mins making last minor changes after speaking to [redacted]	1.00
05/05/2010	15:30		E-mails to [redacted] with what I believe to be final version. Two phone conversations with [redacted] then agreement from all to submit. E-mailed all docs to [redacted]	1.25
<b>Total Hours:</b>				<b>12.25</b>

*Why do this.*

*Yet [redacted] had already spent 3 days 12/5*

*Agreed [redacted]*

*Invoice 2 days*

*Done 50360*

*12/5 ✓*