

Hours statement

Bakery website support - Northfield Bakery
Billing cycle 2026-06-01 to 2026-06-30

What we did

This period we covered the following. Meeting work took 2 hours (Kick-off workshop for the new section). Support work took 1.75 hours (Replied to a customer about invoice downloads). Development work took 1.25 hours (Improved page speed on the shop). Content work took 1 hours (Updated the pricing page text). Design work took 0.75 hours (Updated the menu layout). Bug fix work took 0.75 hours (Resolved a broken contact form). Admin work took 0.3 hours (Billing questions and paperwork).

Date	What happened	Time	Balance
	Opening balance		6 h 12 m
2026-05-01	Time logged - Bug fixes	-1 h 27 m	4 h 45 m
2026-05-04	Time logged - Support requests	-1 h 15 m	3 h 30 m
2026-05-11	Time logged - Site development	-30 m	3 h
2026-05-19	Time logged - Design work	-1 h 15 m	1 h 45 m
2026-05-25	Time logged - Meetings and calls	-1 h 45 m	0 m
2026-06-01	Hours added for the cycle	10 h	10 h
2026-06-30	Hours expired - Hours expired	-2 h 12 m	7 h 48 m
	Closing balance		7 h 48 m