

Hours statement

Dental website and marketing - Harbor Light Dental
Billing cycle 2026-06-01 to 2026-06-30

What we did

This period we covered the following. Content work took 5.75 hours (Proofread the landing page copy; Wrote product descriptions). Support work took 7.25 hours (Support call about the booking widget; Support call about the booking widget). Admin work took 5 hours (Organised the shared files; Billing questions and paperwork). Meeting work took 6.25 hours (Review meeting with the owner; Planning call for next month). Development work took 4.5 hours (Added an opening-hours block to the site; Improved page speed on the shop). Bug fix work took 5.5 hours (Fixed a checkout bug on phones; Resolved a broken contact form). Design work took 3.75 hours (Prepared social images for the campaign; Designed a seasonal banner).

Date	What happened	Time	Balance
	Opening balance		34 h
2026-05-01	Time logged - Bug fixes	-45 m	33 h 15 m
2026-05-01	Time logged - Bug fixes	-1 h	32 h 15 m
2026-05-04	Time logged - Content updates	-1 h 45 m	30 h 30 m
2026-05-05	Time logged - Support requests	-1 h 30 m	29 h
2026-05-05	Time logged - Site development	-30 m	28 h 30 m
2026-05-05	Time logged - Site development	-1 h 15 m	27 h 15 m
2026-05-06	Time logged - Site development	-30 m	26 h 45 m
2026-05-11	Time logged - Site development	-2 h	24 h 45 m
2026-05-11	Time logged - Content updates	-1 h 30 m	23 h 15 m
2026-05-11	Time logged - Content updates	-1 h 45 m	21 h 30 m
2026-05-13	Time logged - Design work	-1 h 15 m	20 h 15 m
2026-05-13	Time logged - Admin and planning	-1 h	19 h 15 m
2026-05-14	Time logged - Admin and planning	-1 h 45 m	17 h 30 m
2026-05-15	Time logged - Content updates	-1 h	16 h 30 m
2026-05-18	Time logged - Design work	-1 h 15 m	15 h 15 m
2026-05-18	Time logged - Support requests	-1 h	14 h 15 m
2026-05-19	Time logged - Meetings and calls	-2 h	12 h 15 m
2026-05-19	Time logged - Meetings and calls	-1 h 45 m	10 h 30 m
2026-05-22	Time logged - Support requests	-2 h	8 h 30 m
2026-05-22	Time logged - Meetings and calls	-1 h 45 m	6 h 45 m
2026-05-26	Time logged - Bug fixes	-45 m	6 h
2026-05-26	Time logged - Support requests	-1 h 45 m	4 h 15 m
2026-05-26	Time logged - Meetings and calls	-2 h	2 h 15 m

2026-05-26	Time logged - Bug fixes	-45 m	1 h 30 m
2026-05-28	Time logged - Support requests	-1 h 30 m	0 m
2026-06-01	Hours added for the cycle	40 h	40 h
2026-06-01	Unused hours carried over	6 h	46 h
2026-06-30	Hours carried over	-8 h	38 h
	Closing balance		38 h