

Hours statement

Law firm website care - Brightwater Legal
Billing cycle 2026-08-01 to 2026-08-31

What we did

This period we covered the following. Development work took 2.5 hours (Added an opening-hours block to the site; Built validation for the booking form). Bug fix work took 3.75 hours (Resolved a broken contact form; Fixed 404 errors after the redirect change). Design work took 3.5 hours (Prepared social images for the campaign; Revised the homepage mockup after feedback). Support work took 5.25 hours (Answered a question about order notifications; Replied to a customer about invoice downloads). Meeting work took 4 hours (Kick-off workshop for the new section; Planning call for next month). Content work took 3.25 hours (Proofread the landing page copy; Wrote product descriptions). Admin work took 1.75 hours (Organised the shared files; Updated the project schedule).

Date	What happened	Time	Balance
	Opening balance		30 h
2026-07-01	Time logged - Site development	-1 h	29 h
2026-07-02	Time logged - Support requests	-1 h 30 m	27 h 30 m
2026-07-03	Time logged - Design work	-1 h 45 m	25 h 45 m
2026-07-03	Time logged - Content updates	-1 h 45 m	24 h
2026-07-07	Time logged - Content updates	-30 m	23 h 30 m
2026-07-08	Time logged - Support requests	-45 m	22 h 45 m
2026-07-09	Time logged - Site development	-2 h	20 h 45 m
2026-07-09	Time logged - Meetings and calls	-1 h 15 m	19 h 30 m
2026-07-13	Time logged - Admin and planning	-1 h 45 m	17 h 45 m
2026-07-14	Time logged - Bug fixes	-2 h	15 h 45 m
2026-07-15	Time logged - Meetings and calls	-45 m	15 h
2026-07-16	Time logged - Design work	-1 h	14 h
2026-07-17	Time logged - Bug fixes	-30 m	13 h 30 m
2026-07-21	Time logged - Site development	-2 h	11 h 30 m
2026-07-21	Time logged - Support requests	-2 h	9 h 30 m
2026-07-23	Time logged - Content updates	-2 h	7 h 30 m
2026-07-23	Time logged - Support requests	-1 h 15 m	6 h 15 m
2026-07-24	Time logged - Meetings and calls	-1 h 45 m	4 h 30 m
2026-07-28	Time logged - Bug fixes	-1 h 45 m	2 h 45 m
2026-07-29	Time logged - Bug fixes	-1 h	1 h 45 m
2026-07-30	Time logged - Admin and planning	-45 m	1 h
2026-07-30	Time logged - Site development	-1 h	0 m
2026-08-01	Hours added for the cycle	40 h	40 h

2026-08-01	Unused hours carried over	8 h	48 h
2026-08-03	Time logged - Bug fixes	-2 h	46 h
2026-08-04	Time logged - Content updates	-45 m	45 h 15 m
2026-08-05	Time logged - Support requests	-2 h	43 h 15 m
2026-08-06	Time logged - Site development	-30 m	42 h 45 m
2026-08-07	Time logged - Site development	-30 m	42 h 15 m
2026-08-11	Time logged - Site development	-2 h	40 h 15 m
2026-08-11	Time logged - Content updates	-1 h 15 m	39 h
2026-08-13	Time logged - Design work	-2 h	37 h
2026-08-13	Time logged - Admin and planning	-45 m	36 h 15 m
2026-08-14	Manual adjustment - Plan upgrade	11 h 36 m	47 h 51 m
2026-08-31	Hours carried over	-10 h	37 h 51 m
2026-08-31	Hours expired - Hours expired	-25 h 36 m	12 h 15 m
	Closing balance		12 h 15 m