

Hours statement

Pet care quarterly retainer - Sandstone Pet Care
Billing cycle 2026-04-01 to 2026-06-30

What we did

This period we covered the following. Bug fix work took 4 hours (Fixed 404 errors after the redirect change; Resolved a broken contact form). Meeting work took 3.5 hours (Prepared the monthly summary; Review meeting with the owner). Content work took 3.5 hours (Connected the newsletter signup; Wrote product descriptions). Design work took 2.5 hours (Designed a seasonal banner; Designed a seasonal banner). Development work took 1.25 hours (Updated plugins and tested the checkout). Support work took 1.75 hours (Replied to a customer about invoice downloads; Support call about the booking widget).

Date	What happened	Time	Balance
	Opening balance		0 m
2026-04-01	Hours added for the cycle	30 h	30 h
2026-05-04	Time logged - Support requests	-45 m	29 h 15 m
2026-05-11	Time logged - Content updates	-45 m	28 h 30 m
2026-05-12	Time logged - Site development	-1 h 15 m	27 h 15 m
2026-05-15	Time logged - Design work	-1 h	26 h 15 m
2026-05-15	Time logged - Admin and planning	-1 h 45 m	24 h 30 m
2026-05-22	Time logged - Support requests	-30 m	24 h
2026-05-22	Time logged - Meetings and calls	-45 m	23 h 15 m
2026-05-29	Time logged - Bug fixes	-15 m	23 h
2026-05-29	Time logged - Bug fixes	-2 h	21 h
2026-06-30	Hours carried over	-6 h	15 h
2026-06-30	Hours expired - Hours expired	-7 h 30 m	7 h 30 m
	Closing balance		7 h 30 m