



	START TIME	LESS LUNCH	FINISH TIME	TOTAL TIME
DATE	HRS.MIN	HRS.MIN	HRS.MIN	HRS.MIN
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				
TOTAL HOURS (DO NOT INCLUDE LUNCH TIME)				

SOCIAL SECURITY NO

FIRST AND LAST NAME

COMPANY NAME

ADDRESS

CITY ZIP CODE

UP TO 40	STRAIGHT TIME	
	HRS	MIN

OVER 40	OVERTIME	
	HRS	MIN

X _____
EMPLOYEE SIGNATURE

X _____
SUPERVISOR SIGNATURE TITLE DATE

We certify that the hours worked and recorded on this time card are correct and customer further certifies the work was performed satisfactorily. By approving this time card, customer certifies they have read and agree to terms.

The signing of this time sheet constitutes acceptance of the below paragraph(s) and that the person performed satisfactorily. The above hours are correct and payment will be made within the agreed upon payment terms.

We (the client and signing party) understand that the temporary help supplied by PointPlus Personnel, Inc. (the "temp") us the result of substantial expense on the part of PointPlus Personnel, Inc. in terms of time and money spent for the advertising, screening, testing and training of it personnel. Therefore, in consideration for this service, we agree that if any employee named herein is employed by us, our associates or affiliates (including but not limited to as a salaried employee or as an independent contractor) during a temporary assignment or within six (6) months after the end of the temporary assignment, we hereby agree to pay PointPlus Personnel, Inc. a settlement fee equivalent to the current employment fee schedule. The settlement fee is due and payable upon receipt of our bill.

We acknowledge that the PointPlus Personnel, Inc. employee is assigned on the basis of a particular job description and is not to change job duties without PointPlus Personnel, Inc. prior approval. We represent that all work sites comply with OSH (USA) and all other applicable rules and regulations and that we shall provide to employees and require the use of all protective equipment and training necessary to perform the assignment safely. We acknowledge that PointPlus Personnel, Inc. employees may not operate or drive any motorized vehicle or operate any machinery (except office machinery) without prior written consent of PointPlus Personnel, Inc.