

## TIME SHEET

ATTN: Payroll Dept. Fax 1.403.910.0745 or Email: admin@partnerstaffing.com  
Complete ALL sections using black or blue ink. – Fax BEFORE Monday at Noon

<p>Contractor:  Name: _____</p>	<p>Client: Company: _____ Reporting to: _____ Address: _____ City: _____ Postal: _____ Phone #: _____</p>
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<p>For the week ending:  ____ / ____ / ____ dd      mm      year</p> <p>Complete one time sheet for each week worked I certify that the days shown on the time sheet are correct and were worked by me: Contractor</p> <p>Signature _____</p>	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr> <th style="padding: 5px;">Day</th> <th style="padding: 5px;">Month</th> <th style="padding: 5px;">Day</th> <th style="padding: 5px;">Hours</th> <th style="padding: 5px;">Overtime</th> </tr> </thead> <tbody> <tr><td style="padding: 5px;">Sunday</td><td></td><td></td><td></td><td></td></tr> <tr><td style="padding: 5px;">Monday</td><td></td><td></td><td></td><td></td></tr> <tr><td style="padding: 5px;">Tuesday</td><td></td><td></td><td></td><td></td></tr> <tr><td style="padding: 5px;">Wednesday</td><td></td><td></td><td></td><td></td></tr> <tr><td style="padding: 5px;">Thursday</td><td></td><td></td><td></td><td></td></tr> <tr><td style="padding: 5px;">Friday</td><td></td><td></td><td></td><td></td></tr> <tr><td style="padding: 5px;">Saturday</td><td></td><td></td><td></td><td></td></tr> <tr><td style="padding: 5px;">TOTAL FOR WEEK</td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	Day	Month	Day	Hours	Overtime	Sunday					Monday					Tuesday					Wednesday					Thursday					Friday					Saturday					TOTAL FOR WEEK				
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### Client Approval

The hours as shown above are correct (line through days & hours not used), and the work performed is satisfactory to the best knowledge of client. By signing this client approval we also acknowledge that we are bound by the terms of the Partner Staffing Client Services Agreement as may be in effect. If no such agreement has been executed by the parties hereto with respect to the matters covered below, we are bound by the conditions of the assignment set forth hereon.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Title: \_\_\_\_\_

**Leave this area blank – for internal use only.**    MGR \_\_\_\_\_    SR \_\_\_\_\_    BR \_\_\_\_\_    PR \_\_\_\_\_    CK \_\_\_\_\_    INV \_\_\_\_\_

Our Consultant shall present time sheets to your representative on a weekly basis for verification and signature regarding hours worked through the end of each week. Your representative's signature thereon indicates your agreement to all the Conditions of Assignment. You will be billed on a weekly basis for the total hours worked. Because Partner Staffing invoices represent payroll already paid. Invoices are due upon receipt. Legally required overtime will be billed at the same multiple as is required to be paid to the employee (e.g., one and one-half times the billing rate for overtime that must be paid at time and a half.)

The insurance furnished by Partner Staffing does not cover losses; damages or liability caused by the operation of your industrial or automotive equipment and no Consultant is permitted to operate industrial or automotive equipment. You agree to accept full responsibility for any and all bodily injury, property damage, fire, theft, collision, or public liability damage claims, which may be caused as a result of our Consultant operating industrial equipment or driving a vehicle whether owned or rented, on your behalf. No Consultant may handle cash or negotiate instruments without the written consent of Partner Staffing.

Partner Staffing makes no express or implied warranty, including, but not limited to, any warranty of quality, performance, merchantability or fitness for any purpose, with respect to any services performed or any goods including, but not limited to, software, developed hereunder.

In no event shall Partner Staffing be liable to Client or any other party for any damages, expenses, liabilities, fees, or losses ("Losses") arising as a result of this Agreement or the services provided hereunder, whether for worked performed, goods or services developed, or otherwise, which are in the aggregate in excess of the applicable amount of fees actually paid to Partner Staffing by Client with respect to the assignment resulting in such Losses.

In no event shall Partner Staffing be liable to Client or any party for any incidental, indirect or consequential Losses, (including, but not limited to, lost profits or lost data) arising from or related to any services performed or goods developed pursuant to this Agreement, even if advised of the possibility of such Losses or if such Losses could be reasonably foreseen. All claims must be delivered in writing to Partner Staffing Group within 60 days after the termination of the applicable Consultant's assignment with you.

If you, or any of your affiliates or successors-assignees, employs. or otherwise engages, directly or indirectly, any Consultant assigned to perform services for you pursuant to this Agreement or was otherwise introduced to you by Partner Staffing on a full-time basis, before the expiration of a twelve (12) month period following the completion or other termination of such person's assignment, you agree to compensate Partner Staffing with a conversion fee.

In the event that you provide the services of any Consultant to any third party during the course of any assignment, you shall obtain the written agreement of such party to the foregoing and shall be responsible to Partner Staffing for any breach thereof. All fees are payable net ten (10) days from the starting date of employment. Applicable sales and service taxes shall be added to the above amounts. You agree to provide Partner Staffing with 30 days prior notice of any such hire.