

SOCIAL SECURITY NO. _____

Assignment Over
 Yes No

EMPLOYEE NAME (PRINT)						
CLIENT NAME				REPORT TO		
CLIENT ADDRESS		CITY		STATE		ZIP CODE
TOTAL HOURS TO NEAREST 1/4 HOUR MINIMUM ASSIGNMENT 4 HOURS						
DAY	DATE	TIME IN	TIME OUT	LUNCH	REG. HRS.	O/T HRS.
MON	/ /	:	:	:		
TUE	/ /	:	:	:		
WED	/ /	:	:	:		
THUR	/ /	:	:	:		
FRI	/ /	:	:	:		
SAT	/ /	:	:	:		
SUN	/ /	:	:	:		
WEEK ENDING DATE / /		APPROVED HOURS				



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 Suite 12
 Ft. Lauderdale, FL 33309
 (954) 484-5401

FORGERY OF THIS DOCUMENT WILL RESULT IN IMMEDIATE DISMISSAL

EMPLOYEE AGREEMENT	I certify that I worked the hours shown on this card.
	I will contact TransHire immediately upon completion of this assignment and on a regular basis thereafter. Failure to do so will result in TransHire assuming you are unavailable for work.
CLIENT AGREEMENT	I certify that no accident or injury was sustained while working on this assignment.
	As the Client's authorized representative, I certify that the temporary employee's hours shown on this time sheet are correct and that the work was performed satisfactorily. I also confirm the Client's agreement to the terms stated on the reverse side of this form.
	_____ SIGNATURE OF EMPLOYEE
	_____ PRINTED NAME OF EMPLOYEE
	_____ PRINTED NAME OF CLIENT
	_____ PRINTED NAME OF PERSON SIGNING
	_____ SIGNATURE

This time sheet must be in TransHire's office by 5:00 p.m. Monday in order to receive a paycheck the following Friday.

TERMS

- Client agrees to the following conditions, and consents to be bound by the following:
- TransHire has the sole right to establish the wages and fringe benefits, if any, of its employees, and assumes responsibility for the payment of such compensation, the withholding and payment of all required payroll taxes, and the maintenance of workers' compensation insurance as required by state law.
 - CLIENT agrees that if it retains any Temporary Employee for a period of at least on (1) day and it fails to advise TransHire of any complaints regarding the Temporary Employee's performance, CLIENT will be responsible for paying TransHire's fee due for any and all services performed by the Temporary Employee.
 - CLIENT acknowledges that TransHire has incurred substantial recruitment, screening, training, administrative and marketing expenses with respect to its Temporary Employees. Accordingly, CLIENT agrees not to directly or indirectly offer to hire, or engage as an independent contractor any Temporary Employee assignment to CLIENT by TransHire for a period of 6 months after completion of the Temporary Employee's assignment, or permit or cause any such Temporary Employee to be placed on the payroll of any other firm for a like period, without the express permission of TransHire. In the event CLIENT violates this paragraph, CLIENT promises to promptly pay to TransHire as liquidated damages and not as a penalty, the sum of two thousand dollars (\$2000.00) or fifteen (15) percent of the Temporary Employee's annualized compensation or other payment by CLIENT, whichever sum is greater, and to reimburse TransHire for its reasonable attorney's fees incurred to enforce its right hereunder. CLIENT shall notify TransHire immediately of the completion or termination of a Temporary Employee's assignment.
 - CLIENT agrees to indemnify and hold harmless TransHire, its officers and employees, from and against any and all claims, losses, actions, damages, expenses, liabilities or claims for attorney's fees arising out of or resulting from: (a) the Temporary Employee's use or operation of CLIENT's owned, non-owned or leased vehicles, machinery or equipment by TransHire's employees; and (b) any negligence, wrongful acts, decisions, statements, acts or omissions by CLIENT, its agents or employees or by any other person.
 - CLIENT agrees that it will not entrust TransHire's Temporary Employees with unattended premises, cash, checks, negotiable or other valuables without the prior written agreement from TransHire.
 - CLIENT agrees to payment to terms of NET UPON RECEIPT of invoice, and agrees that unpaid accounts will be considered in default after thirty (30) days, from that date of invoice, after which a late charge will be imposed at the rate of 1 1/2% per month of unpaid balances (ANNUAL PERCENTAGE RATE OF 18%) or the maximum legal interest rate, whichever is higher. CLIENT agrees to pay the late charge together with any reasonable attorney's fees TransHire may incur to effect collection.
 - CLIENT acknowledges and agrees that in the event a Temporary Employee works more than forty (40) hours in any work week for CLIENT, that Temporary Employee is thereby entitled to compensation at the hourly rate of time and one half for such overtime hours. CLIENT agrees to reimburse TransHire for all such overtime payments at a rate of 1.5 times the billing rate in effect for that individual.