



OFF. NO.	WEEK ENDING	MUST BE RECEIVED BY PRIDESTAFF BEFORE NOON EACH MONDAY.

EMPLOYEE LAST, FIRST NAME: (PLEASE PRINT) _____
 EMPLOYEE ID # _____

Every employee is required to contact PrideStaff when their assignment ends. If the employee fails to make such contact, the employee may be considered to have left work voluntarily without cause and unemployment benefits may be denied. I agree not to ask or accept employment from any client that I am assigned to by PrideStaff without notifying PrideStaff in writing. I hereby certify that this time sheet is true and correct and that I sustained no injuries during this assignment unless noted in the comment section.

Comment _____

EMPLOYEE SIGNATURE **X** _____

CLIENT NAME: _____

ADDRESS: _____ CITY: _____

DAY	DATE	START	LUNCH		STOP	REG. HOURS	O.T. HOURS	TOTAL HOURS
			OUT	IN				
MON								
TUE								
WED								
THU								
FRI								
SAT								
SUN								
TOTAL HOURS								

Client approval includes verification of hours worked and acceptance of terms and conditions on reverse side. DO NOT SIGN IF HOURS ARE NOT TOTALED.

X AUTHORIZED CLIENT SIGNATURE _____ TITLE _____ DATE _____

AUDIT (FOR PRIDESTAFF USE ONLY):

_____ INITIALS _____

CE11016 2/05

CLIENT AGREEMENT

Thank you for choosing PrideStaff. Please read the following information regarding the terms of our agreement.

Client agrees that PrideStaff's obligation to Client is limited to assigning employees (Field Associates) with certain skills and abilities and, with regard to such Field Associates, to maintain personnel and payroll records; calculate and pay wages; withhold and remit payroll taxes and other government-mandated charges (including workers' compensation insurance premiums); hire, assign, reassign, counsel, discipline and discharge.

Client's signature on this timesheet certifies that the hours are correct, that the work was performed to Client's satisfaction, and authorizes PrideStaff to bill Client for such hours. Client agrees that, in the event a PrideStaff Field Associates works any overtime hours (as defined by applicable state and/or federal wage and hour laws) for Client, Client will pay an increase in the bill rate to reflect such additional compensation plus applicable markup.

Client agrees to pay upon net 14 days of invoice, and to pay late charges on any unpaid balances after 14 days from the date of receipt at the rate of 3% per month (Annual Percentage Rate of 10%) or the maximum legal rate, whichever is higher. If it becomes necessary for PrideStaff to place the account for collection, Client shall be liable for all applicable attorney fees plus any and all reasonable costs, disbursements and interest in connection therewith.

Client agrees that it will not entrust PrideStaff Field Associates with any unattended premises, cash, checks, credit cards, keys, merchandise, confidential or trade secret information, negotiable instruments or other valuables. Client also agrees that it will not request or permit any PrideStaff Field Associate to operate machinery or use (drive/operate or ride in) any vehicle (including powered industrial trucks), regardless of ownership, in connection with the performance of services. Additionally, Client agrees that it will supervise the performance of PrideStaff Field Associates for the duration of their assignment with Client, and that no Field Associate will have final sign-off authority on any work or product.

Client shall comply with all applicable state and federal regulations, including but not limited to those pertaining to equal opportunity employment, health and safety (OSHA), equal pay (EPA), and the Americans with Disabilities Act. Client agrees to furnish PrideStaff Field Associates with safe working conditions/equipment and to train PrideStaff Field Associates in safety procedures necessary for performance of the required job duties while on assignment with Client. Client agrees to indemnify and hold PrideStaff harmless from claims/demands resulting from unsafe working conditions or OSHA violations related to premises owned or controlled by Client where PrideStaff employees are assigned.

Client understands that during the course of its business relationship with PrideStaff, Client may have access to confidential information regarding PrideStaff Field Associates. Client agrees that it will adopt and/or employ reasonable safeguards to ensure privacy of confidential employee information, including but not limited to: Social Security Numbers, Driver's License numbers, home address and phone numbers, results of consumer and/or investigative consumer reports and any employment-related drug screens. Client agrees that any use of this information requires express permission from PrideStaff and must be restricted to legitimate business reasons.

Should Client decide to hire the PrideStaff Field Associate, Client agrees to pay a direct hire placement fee 30% of the employee's first year's guaranteed annual compensation; or, the Field Associate will remain on PrideStaff's payroll for the minimum number of hours that is required to reach the 30% of annual salary in Gross Margin, unless an alternative agreement exists in writing with PrideStaff. A fee is also applicable if a PrideStaff Field Associate is hired by your company within a 12-month period following the completion date of the assignment. Charges for our service are entirely based upon Client's hiring through PrideStaff referral. Referral constitutes any written or verbal presentation of the candidate's qualifications or employment history.

Please feel free to contact PrideStaff should there be any additional questions, comments or suggestions. We look forward to continuing our partnership with you in the future.

PROVIDING SERVICE. ENSURING SATISFACTION. BUILDING PARTNERSHIPS. THE PRIDESTAFF DIFFERENCE.