

Your Name						
Social Security Number						
Assignment Complete	<input type="checkbox"/>	<input type="checkbox"/>	Week Ending Sunday	MO	DAY	YEAR

Company Name	
Department	
City/State	

Time Record By Day					
	Date	Start	Finish	Less Lunch	Total Hours
Mon					
Tues					
Wed					
Thu					
Fri					
Sat					
Sun					

Client Verification and Agreement	
Total Hours Worked	
Client Signature And Title	

The above client signature authorizes and certifies that the Anchor Staffing associate named on this time record worked the hours indicated with services performed satisfactorily. Client understands and accepts responsibility for the supervision and training of Anchor Staffing employees on its premises. Client will ensure the necessary safety equipment for Anchor employees. Client agrees to defend, indemnify and hold harmless Anchor Staffing from all fines, penalties and assessments incurred by Anchor. Client agrees that no insurance is afforded Anchor Staffing for physical loss or damage to Client's machinery, equipment, material, vehicle or facility in the care or control of Anchor Staffing, and that Anchor is not liable damage or physical loss to said property caused by Anchor Staffing, its agents or employees. Client accepts full responsibility for claims involving bodily injury, property damage, fire, theft, collision incurred as a result of an Anchor employee. Client will not entrust Anchor employees with the care or control of premises, cash negotiables or valuables and will not authorize Anchor employees to operate machinery or vehicles without prior written notice from Anchor Staffing. Client agrees that Anchor has incurred substantial expense for advertisement, recruiting, testing and training of its personnel, and that during any temporary assignment or within 180 calendar days after the assignment ends, if any Anchor associate is hired by client or any of its affiliates, Client agrees to pay Anchor a placement fee of 20% of the employee's estimated annual salary. Client agrees that invoices are due and payable upon receipt and that payments made after 30 days from the invoice date will include a late charge equal to 5% of the invoice amount. Client agrees to bear the cost of collection and any legal recourse taken by Anchor Staffing to enforce this agreement. The client agrees to all the terms and conditions as stated.



I agree that the above information is correct and that falsification of this time record is grounds for termination. I certify that I have received all break and meal periods to which I am entitled. I understand that my time record must reach Anchor Staffing by 9AM Monday to be paid Friday.

Associate Signature		TOTAL
---------------------	--	--------------