CLIENT AGREEMENT:

The hours shown are correct, and the work was performed in a satisfactory manner.

The client will not entrust any Premier Personnel employee with cash, negotiables or other valuable property. The client agrees not to authorize any Premier Personnel employee to operate any motor vehicle. The client accepts full responsibility for any bodily injury, physical loss, property damages or liability as a result of a Premier Personnel employee operating any motorized vehicle or equipment.

Premier offers a temp-to-hire program that allows the client to hire our employee after the employee is on Premier's payroll for a pre-determined period of time or after the client pays Premier an agreed upon placement fee. The client must give prior written notice to Premier of its intention to hire our employee, in order for us to establish a temp-to-hire period or placement fee. If the client hires our employee within (1) year from the employee's last day of the assignment, either on a temporary or permanent basis, as an independent contractor or as an employee, the client shall pay Premier a fee in the amount of 25% of the employee's annualized compensation with the client, unless another amount is negotiated in advance.

The client warrants that they are in compliance with all laws, rules and regulations of duly constituted government bodies concerning Premier Personnel or any other employees and agrees to indemnify and hold Premier Personnel harmless from any and all damages, claims, suits, demands, or others causes of action which may arise or be asserted against Premier Personnel by reason of the client's failure to comply with same.

_____ _____

AUTHORIZED REPRESENTATIVE OR CLIENT DATE

EMPLOYEE AGREEMENT:

I have worked the hours shown on this timecard. Any overtime hours worked were authorized by my site supervisor and coordinated with a Premier Personnel staff member. Any subsequent employment for this client must be conducted through Premier Personnel, unless the client has made specific arrangements with Premier Personnel.

PLEASE CIRCLE YES OR NO:

PLEASE HOLD CHECK:	YES	NO
AVAILABLE FOR WORK:	YES	NO
RETURNING TO ASSIGNMENT:	YES	NO

_____ _____

EMPLOYEE SIGNATURE DATE

WHITE: PREMIER COPY **CANARY: PREMIER COPY** **PINK: CLIENT COPY** **GOLDENROD: EMPLOYEE COPY**

PREMIER PERSONNEL

www.premierpers.com
email: dcoffice@premierpers.com

1901 Pennsylvania Ave, NW, Suite 802 **TEL 202-861-2662**
Washington, DC 20006 **FAX 202-331-1490**

- **CLIENT NAME**

_____

_____

- **EMPLOYEE NAME**

_____

DATE							
DAY	MON	TUES	WED	THURS	FRI	SAT	SUN
TIME IN							
TIME OUT							
LESS LUNCH							
HOURS WORKED							

TOTAL HOURS WORKED	

HOURS TO THE NEAREST 1/4 HOURS

FOR OFFICE USE ONLY		
W/E DATE	REG HOURS	OT HOURS