

FINANCIAL TEMPS

P.O. Box 958
 Park Ridge, IL 60068-0958
 Ph 847-692-0611 Fax 847-692-4751

Time Record

Week Ends Saturday @ Midnight	/ /
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Client Information	
Company Name: (Print)	Report To:

Financial Temps Temporary Employee
Employee's Name: (Print)
Email Address and Telephone:
I certify that the hours shown on this time record are correct:
Employee Signature:

By Client and Temporary Employee ("Employee") signing this Time Record, their full acceptance is given to the following terms and conditions:

Financial Temps ("FINT") is only a provider of Temporary Services and Temporary Personnel. Client and Employee agree that FINT is not a professional accounting firm and does not have the expertise to render an opinion on financial statements, advise, consult, or render any services directly to Client other than provide a Temporary Employee. Client and Employee agree that the Employee cannot place, sign or use his name or the name Financial Temps on any financial statement, tax return or negotiable instrument.

Client and Employee agree that Employee is not authorized to operate any automobile, equipment, or machinery (other than office machines) or to perform any physical work or labor.

Client agrees not to give Employee, and Employee agrees not to remove, any computers or equipment from the Client's premises.

Client and Employee agree that Employee is not authorized to handle or transport cash, monies, negotiable securities or other valuables.

Client and Employee agree that Client shall be solely responsible for the daily direction and primary, final and complete supervision of Employee as well as work product and work output. All work product and output, including title to patents, inventions and discoveries shall be the property of the Client and not Employee or FINT.

Client and Employee agree that FINT has expended substantial costs and considerable time and effort in locating, interviewing, hiring and subsequently introducing Employee to Client.

Hours Worked By Temporary Employee					
Date	Day	Time Started	Time Finished	Less Lunch Time	Total Hours
	Sun				
	Mon				
	Tue				
	Wed				
	Thur				
	Fri				
	Sat				
Total Hours					

Client Approval
I am authorized on behalf of the Client to sign this time record and agree to the terms below as well as to the terms contained in the MTSA.
Client Signature:

To Our Financial Temps Employee

Thank you for working for Financial Temps.

If an original copy of your time card is not received payment cannot be made to you.

Employee agrees not to solicit work from, or work directly or indirectly with, assigned Client during the assignment and for a period of two years after termination of assignment without written consent of Financial Temps.

To Our Valued Client

Thank you for giving Financial Temps the opportunity to provide you with Temporary Financial Personnel.

Your signature above confirms that the hours worked by the Employee are accurate.

Client understands that the Employee assigned to it is under contract to FINT to work for Client only through FINT. Employee may not work directly or indirectly for Client during the assignment and for a period of two (2) years following termination of the assignment, without the Client making payment of a Conversion Fee and receiving the written permission of FINT. Client, or any of its affiliates or subsidiaries, agrees not to solicit, hire, directly or indirectly, any Employee assigned to Client. Upon violation of this term, Client agrees to pay FINT 25% of one year's billing at FINT hourly billing rate.