



TIMECARD

Company Name						
Week Ending Sunday	Month (MM)	Day (DD)	Year (YYYY)			
Job Title						
Social Security Number						
Employee Name						
I certify that these hours were worked by me during the week ending shown above, and were properly verified by an authorized representative of the Client.						
Employee Signature						
Day	Date	Hours To Nearest 1/4 Hour				
		Start	Finish	Less Lunch	Reg. Hours	O.T. Hours
Mon						
Tues						
Wed						
Thur						
Fri						
Sat						
Sun						
Four (4) Hour Minimum Per Employee Per Day		Reg. Hours		Overtime		
		Hrs	Min	Hrs	Min	
Client Please Note:		Total Hrs. To Nearest Quarter				
CLIENT: Your signature certifies that: Days shown are correct, work was done satisfactorily, and you agree to the terms and conditions on client copy.						
Client						
Authorized Signature						
Print Name						
Title						
Is the employee continuing this assignment? <input type="checkbox"/> YES <input type="checkbox"/> NO						

TERMS AND CONDITIONS

UNIFORCE Staffing Solutions Inc. ("UNIFORCE"), and the Company and its affiliates and subsidiaries (collectively "Client") whose name appears on this Employee time card hereby agrees to the following terms and conditions in connection with UNIFORCE's supplying supplemental staff to the Client:

1. Client represents that the individual who signs the Client Approval on this Employee time card is an authorized representative and agent acting on behalf of the Client. Further, by having its authorized representative and agent sign the Employee's time card, the Client certifies that the hours worked by Employee are true and correct and that the work was performed in a satisfactory manner. UNIFORCE does not warrant or guarantee Employee's technical expertise or ability to obtain any specific results.
2. The parties agree that any call back of the Employee directly or indirectly whose name appears on this Employee time card, on either a temporary or permanent basis within one year after the Employee's termination date will be through UNIFORCE.
3. Client acknowledges and agrees that UNIFORCE incurs substantial advertising, recruiting, screening, testing and training expenses in connection with the Employee. Because of such expense, and in consideration for the services rendered by UNIFORCE, the parties agree that Client shall pay UNIFORCE the sum of 1% per \$1000.00 (not exceeding 30%) of the Employees annual compensation. If the Client hires the Employee either directly or indirectly within one year after the Employee's last day of service to Client through UNIFORCE, Employee agrees to obtain written consent from UNIFORCE prior to accepting employment directly or indirectly with Client before the expiration of the conversion period.
4. Since the Employee is reporting directly to the Client, Client shall not allow Employee to handle cash, negotiable instruments, or other valuables or to be entrusted with otherwise unattended premises. Client further agrees that UNIFORCE will have no responsibility or liability for physical loss or damage to the Client's machinery, equipment or material in the care, custody, or control of UNIFORCE, its agents or employees. The parties all agree that Client is fully and solely responsible for bodily injury, property damage, fire, theft, collision or liability for damage or claims arising out of the operation by a UNIFORCE employee of Client motor vehicle, whether owned or rented. Further, UNIFORCE is not responsible for liability or bond insurance claims unless such claims are reported to UNIFORCE in writing by Client within ten (10) days after occurrence.
5. Client represents that its work site complies with all OSHA and other applicable rules and regulations. Client represents that UNIFORCE Employees will be/are included in Client's safety programs and/or hazardous materials training.
6. The parties agree that the charges due for supplemental staff are to be paid upon receipt of UNIFORCE's invoice, and the Client agrees to pay promptly all charges upon said receipt. If UNIFORCE is required to enforce payment of the charges identified in this paragraph and in paragraph 3 above, the Client agrees that UNIFORCE is entitled to recover all of its expenses incurred in collection, including all of its reasonable attorney's fees. If any other litigation is commenced between the parties concerning the terms of this agreement, or the rights and duties of either party under this agreement, the prevailing party is entitled to recover its reasonable attorney's fees and any costs incurred in such litigation.
7. In the event the Client or UNIFORCE Employee copies or telecopies this time card in lieu of returning original to UNIFORCE, the Client agrees to adhere to all terms and conditions set forth herein.
8. The validity of the agreement and any provision thereof shall be determined under and be construed according to the laws of the State of New Jersey.
9. If UNIFORCE should enter into a formal written agreement with client company prior to the commencement of any UNIFORCE employees, such agreement shall supersede the above.

**KEEP COPY FOR YOUR RECORDS
UNIFORCE HEADQUARTERS COPY**