

COMPANY NAME	WEEK ENDING SUNDAY / /
ADDRESS	
JOB TITLE OR DEPARTMENT	

*Carolinas Staffing Solutions, Inc.*

CORPORATE  
P.O. Box 1614  
Shallotte, NC 28459  
910.754.5393 • Fax 910.754.5433

	DATE	START	FINISH	(LUNCH)	HOURS WORKED
MON.					
TUES.					
WED.					
THURS.					
FRI.					
SAT.					
SUN.					

EMPLOYEE NAME (print)
Last 4 of SS#
<b>EMPLOYEE:</b> I certify the hours shown were worked by me this week and were properly verified by the client.
EMPLOYEE SIGNATURE

**IMPORTANT FOR CLIENT:** Your signature certifies that you are an authorized representative of the company and that hours are shown correct, work was performed satisfactory and the company agrees to the terms and conditions on the reverse.

HRS.	MIN.	CLIENT SIGNATURE
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### Carolinas Staffing Solutions Time Card

Client named on the reverse side of time card hereby acknowledge that Carolinas Staffing Solutions, Inc. incurs substantial recruitment, screening, administrative, and marketing expense in providing the services of the temporary employee (herein called Employee). Client agrees that if Client hires Employee directly or indirectly on either a temporary or permanent basis within 180 days of the date of this timesheet will be through Carolinas Staffing Solutions, Inc. If Client wishes to hire this person on a permanent basis, Client must notify Carolinas Staffing Solutions, Inc. and Employee must remain on our payroll for a period of 520 work hours or Client must pay a conversion fee to be determined by Carolinas Staffing Solutions, Inc.

Client certifies that the time set forth as hours worked is correct and that the work was performed in a satisfactory manner.

Client has not and shall not in the future without prior written permission from Carolinas Staffing Solutions, Inc. in each instance: (i) entrust Employee with unattended premises, cash, negotiable instruments, or other valuables, or authorize Employee to operate machinery, or motor vehicle. (ii) assign Employee to perform work other than that described at the time Client placed the job order.

Carolinas Staffing Solutions, Inc. insurance does not cover loss or damage caused by Employee operating Client's owned or leased motor vehicle(s), and Client therefore accepts full responsibility for claims including the defense thereof, involving bodily injury, property damage, fire, theft, collision, cargo damage, or public liability damages sustained or incurred as a result of Employee driving such vehicle(s), or arising out of or involving violation by Client of paragraph 3 (i) or 3 (ii) above.

Carolinas Staffing Solutions, Inc. is not responsible for claims for damage to property within Employee's care, custody, and control.

**In the event of Client's non-payment of Carolinas Staffing Solutions, Inc. invoices, Client agrees to be responsible for all interest, late fees, and all collection expenses, including attorney's fees, and court costs.**

Client accepts the obligation to discuss all matters concerning Employee, including without limitation, Employee's job assignments, wages, and payroll procedures with Carolinas Staffing Solutions, Inc. and not with Employee directly.

Client shall indemnify and hold Carolinas Staffing Solutions, Inc., its subsidiaries affiliates, and agents, including the Employer of record harmless from any and all claims and damages arising out of Client's violation of employment laws including, without limitation, OSHA and EEO, and immigrations laws.