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# BLUE COLLAR TEMPS

412 - 28th Street NE  
 Calgary, AB T2A 6T3

*Built on Old-Fashioned Values*

## EMPLOYEE TIME SHEET

EMPLOYEE NAME		COMPANY	
EMPLOYEE #		P.O. #	
JOB DESCRIPTION		REPORT TO	
		PHONE #	
SPECIAL REQUIREMENTS			

DATE	SITE ADDRESS	START TIME	END TIME	HOURS
<b>Four Hour Minimum Per Day - Do NOT Advance Money</b>		<b>DAILY TOTALS</b>		

EMPLOYEE: "Every temporary employee is required to contact BLUE COLLAR TEMPS when their assignment with a client ends. If the employee fails to contact the firm, the employee will be considered to have left work voluntarily without cause and unemployment benefits may be denied."

Execution of this time sheet is your responsibility. You cannot be paid unless the time sheet is signed by you and the client. I HEREBY CERTIFY THIS TIME SHEET IS TRUE AND THAT I SUSTAINED NO INJURIES DURING THIS ASSIGNMENT.

Employee Signature X \_\_\_\_\_

CLIENT TERMS: Execution of this time sheet certifies that the total number of hours indicated is correct. I HAVE READ AND AGREE TO THE TERMS AND CONDITIONS HEREON.

We agree that BLUE COLLAR TEMPS has incurred (and will continue to incur) expenses in acquiring and maintaining its staff of temporary employees and understand that if we want to transfer a BLUE COLLAR TEMPS employee to our payroll, a financial settlement or a term agreement may be made contacting BLUE COLLAR TEMPS. Client shall not allow a BLUE COLLAR TEMPS employee to operate machinery or vehicles without prior specific written consent from BLUE COLLAR TEMPS. BLUE COLLAR TEMPS insurance will not cover physical loss or damage caused by a temporary employee's operation of Clients machinery or vehicles. Client will hold BLUE COLLAR TEMPS and its temporary employees harmless from any loss or liability arising from the operation of Client's machinery and vehicles. Client warrants that Client complies with all occupational safety and health laws and regulations.

Client Signature: \_\_\_\_\_

Name (Please Print): \_\_\_\_\_

Phone Number: \_\_\_\_\_

Do you need worker to return?  YES  NO

Date of Return: \_\_\_\_\_

Start Time: \_\_\_\_\_