

EMPLOYEE/CONTRACTOR _____

- ASSIGNMENT IS CONTINUING
- ASSIGNMENT IS FINISHED
- QUIT ASSIGNMENT

| | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|
| | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|

SS#/FEIN

WEEK ENDING MO DAY YR
SATURDAY / /

TOTAL HOURS WORKED

Hrs. Min.

The undersigned, being a duly authorized agent of CLIENT, on CLIENT'S behalf, consents to and acknowledge the accuracy, terms and conditions continued wherein and on the reverse side.

X
CLIENT: SUPERVISOR'S SIGNATURE

COMPANY/DIVISION

I certify that the hours worked are correct. I understand that when the job assignment is complete. I will notify ADVANCE SEARCH within 24 hours and report my availability for work. While unemployed I understand it is my responsibility to report to ADVANCE SEARCH each week, thereafter on Thursday with my availability for work. My failure to report, represents voluntary resignation.

X
EMPLOYEE/CONTRACTOR SIGNATURE

ADVANCE SEARCH TECHNICAL STAFFING

| (847) 375-8100 | SUN. | | MON. | | TUES. | | WED. | | THURS. | | FRI. | | SAT. | |
|-----------------|------|------|------|------|-------|------|------|------|--------|------|------|------|------|------|
| | Hrs. | Min. | Hrs. | Min. | Hrs. | Min. | Hrs. | Min. | Hrs. | Min. | Hrs. | Min. | Hrs. | Min. |
| TIME IN | | | | | | | | | | | | | | |
| TIME OUT | | | | | | | | | | | | | | |
| LESS LUNCH TIME | | | | | | | | | | | | | | |
| TOTAL TIME | | | | | | | | | | | | | | |



Fax (847) 375-8820

TERMS AND CONDITIONS

EMPLOYEE/CONTRACTOR: EMPLOYEE/CONTRACTOR, agrees not to accept full time or contract employment by CLIENT within 12 months of completing any assignment with CLIENT without written authorization of ADVANCE SEARCH.

CLIENT: CLIENT acknowledges that ADVANCE SEARCH has incurred substantial recruitment, screening, administrative and marketing expenses in connection with EMPLOYEE/CONTRACTOR. For good and valuable consideration, receipt and sufficiency is hereby acknowledged. CLIENT agrees not to employ such EMPLOYEE/CONTRACTOR except through ADVANCE SEARCH without paying ADVANCE SEARCH a prorated fee based on the hours already completed as a percent of their first year annual salary including bonuses and deferred payments. If EMPLOYEE/CONTRACTOR worked 860 or more hours (within the 12 month period), CLIENT agrees to pay ADVANCE SEARCH a five percent (5%) fee of their first year annual salary including bonuses and deferred payments.

CLIENT shall not allow EMPLOYEE/CONTRACTOR to handle or come in contact with cash, negotiable instruments or other valuable personal property, CLIENT waives any and all rights to claims and causes for loss of any cash, negotiable instrument, or other valuable property it may have against ADVANCE SEARCH.

CLIENT agrees to comply with ADVANCE SEARCH'S credit terms, including, but not limited to, delinquent accounts (a statement not paid within 30 days of its date) will be subject to late charges of 1.5% monthly (annual rate of 18%) on the unpaid balance. CLIENT agrees to pay any attorney fees and reasonable court costs incurred by ADVANCE SEARCH in the collection and enforcement of the terms of this Agreement.



ADVANCE SEARCH TECHNICAL STAFFING

Instructions
 1. Complete Time Card accurately
 2. Have Time Card signed by customer
 3. Mail one copy promptly to Advance Search
 4. Leave copy with customer
 5. Call us immediately when your assignment is completed or when assistance of any kind is needed

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

Office Copy -White
 Employee/Contractor Copy -Canary
 Client Copy -Pink