maristaff incorporated

Employee- Full Name (last, first, middle)					Last 4 Digits SS #		NAME OF CLIENT COMPANY
DATE	DATE	START TIME	END TIME	LESS LUNCH	HOURS WORKED Regular	OT	STREET ADDDRESS
MONDAY							CITY, STATE ZIP CODE
TUESDAY							
WEDNESDAY							
THURSDAY							
FRIDAY							
SATURDAY							
SUNDAY							
				Total Hours			

EMPLOYEE STATEMENT

I hereby certify that I worked the hours listed above on the timesheet. By executing this form I certify I have read and agree to the terms and conditions and certify that no work related injuries or accidents were suffered.

Assignment Completed? □ Yes ☐ No
Available for work? □ Yes ☐ No
Available Dates: _____
If availability is not indicated, it may be assumed that I am not available. NOTICE: I understand acceptance of my assignment is for its duration and will abide by Maristaff's written notice policy as signed or my last week's wages will be paid at minimum wage.

_____
Employee Signature Date

CLIENT AGREEMENT

Authorized Client Representative must complete this section

CLIENT agrees not to directly or indirectly utilize, offer to hire, or engage as an independent contractor, freelancer, or employee of outsourcing firm any Temporary Employee assigned to the CLIENT by MARISTAFF during any such assignment and for a period of 180 days after the completion of such assignment, except through MARISTAFF, Inc. The CLIENT also agrees not to permit or cause any such Temporary Employee to work on the CLIENT premises or for the CLIENT through any other firm or while on the payroll of any other firm for a like period, without the express prior written consent of MARISTAFF, Inc. The CLIENT agrees to the terms and conditions stated above relating to conversion fees due to MARISTAFF, Inc. The terms and conditions outlined above in no way take precedence over pre-arranged liquidation agreements between the CLIENT and MARISTAFF, Inc. By signing timesheet, CLIENT agrees to terms.

Assignment Completed? □ Yes ☐ No

_____
Client Signature Date

Email or Fax completed forms to Local Branch

Please note: Signed timesheets must be received before 12:00 noon on Monday following week worked for your check to be processed during the current week. Timesheets sent after this time will be processed the following week.