



LEGAL PLACEMENTS INCORPORATED
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Weekly Time Sheet

Name _____

Contract/Project Name _____

Client Name _____

Week Beginning _____

DAY	DATE		START TIME	END TIME	DEDUCT LUNCH	TOTAL HOURS
MON						
TUES						
WED						
THU						
FRI						
SAT						
SUN						
TOTAL FOR WEEK NEAREST 1/4 HOUR						

1. The hours stated are correct and satisfactory. **2.** Unless other arrangements are made, overtime at time-and-a-half will be billed over 40 hours. **3.** The temporary employed will not be offered employment with your organization within 750 hours from his/her first date of temporary employment with your organization unless a release fee is paid to Legal Placements, Information Technology Placements, Proven Temporary Placements. **4.** Candidate shall neither accept nor solicit independent or freelance contract employment from any Legal Placements, Inc. client within 6 months of the end date of a temporary assignment with the client. **5.** A 1.5% monthly charge will be billed for any balance over 30 days. **Note.** Our compensation to our assigned professional(s) is on a weekly basis and you will be billed weekly for the total hours worked. Because LPI's invoices reflect payroll we have already paid, our invoices are DUE UPON RECEIPT. Unless otherwise provided by the laws of the state in which placements occurs, in the event that you fail to pay the invoice when due, then you agree to pay all of our cost of collection, including reasonable attorney fees, whether or not legal action is initiated.

 Your Signature (Print Last Name)

 Authorized Client Signature (Print Last Name)