



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						
TUE						
WED						
THU						
FRI						
SAT						
SUN						
TOTAL FOR WEEK NEAREST ¼ HOUR						

By signing, the authorized supervisor understands and agrees to the following:

1. The hours stated are correct and satisfactory. 2. Overtime is paid and billed at time-and-a half after 40 hours per week. 3. This temporary will not be offered employment, with this organization, unless a conversion fee is paid. 4. An LPI temporary shall neither accept nor solicit independent or freelance contract employment from an LPI client within one year of the end-date of a temporary assignment with LPI's client. 5. A 1.5% service charge will be applied for any invoice balance over 30 days. Compensation to LPI's temporaries is on a weekly basis. Invoicing to LPI's clients is on a weekly basis and payable upon receipt.

Further, the client agrees to:

1. Pay for services rendered, in full, upon receipt of invoice; and
2. Accept all attorney fees and court costs related to any necessary collection proceedings related to non-payment.

Your Signature (Print Last Name)

Authorized Client Signature (Print Last Name)