


AP-019

DAILY TIME RECORD "X" OUT DAYS NOT WORKED						SUNDAY/W.E. DATE		
DAY	DATE	START TIME	LESS LUNCH	END TIME	TOTAL TIME			
MON	/					 <p>QTI PROFESSIONAL STAFFING, INC. 702 E. WASHINGTON AVE. MADISON, WI 53701 (608) 232-2650 • Fax (608) 258-5534 Payroll (608) 204-6260</p>		
TUE	/							
WED	/							
THU	/							
FRI	/							
SAT	/							
SUN	/							
RECORD ONLY ACTUAL HOURS WORKED.					TOTAL HOURS WORKED ▶			
CUSTOMER SIGNATURE/DATE (Do not sign if hours are not totaled.)						<small>EMPLOYEE SIGNATURE</small> X		
X CUSTOMER AGREEMENT Being duly authorized on behalf of the Customer, I hereby certify and acknowledge by my signature above that (1) the above hours and totals are accurate and that the work was performed in a satisfactory manner, and (2) that the Customer has read, understands and agrees to the terms and conditions on the reverse side of this time record. THANK YOU						ARE YOU RETURNING TO THIS ASSIGNMENT? <table border="1" style="float: right; border-collapse: collapse;"> <tr> <td style="padding: 2px;">YES</td> <td style="padding: 2px;">NO</td> </tr> </table>	YES	NO
						YES	NO	
COMPANY NAME:			ADDRESS REPORTING TO:					
PERSON REPORTING TO:			DAY:		TIME:			
OVERTIME (1½ RATE) AFTER 40 HOURS • PAYCHECKS CANNOT BE ISSUED WITHOUT CUSTOMER SIGNATURE								

Terms and Conditions for QualTemp Inc., QTI Professional Staffing, Inc. and QTI of Southeastern Wisconsin, Inc. (collectively referred to as "QTI" in this document)

Customer agrees to the following terms and conditions with respect to the services performed and to be provided by QTI and its employees: (a) Customer will not employ QTI employee(s) assigned to perform work for Customer directly or through another temporary employment or staffing agency within 90 days following the completion of any work assignment by such person (s) for the Customer's benefit. Upon violation of this provision, Customer shall pay QTI upon demand, the ordinary employment agency service charge as currently charged by QTI Direct, Inc. for a comparable placement, a copy of which will be furnished upon request; however, Customer shall be given 1/520th credit for each hour for which such person(s) has worked for Customer. (b) Customer shall accept full responsibility for the supervision of the QTI employee(s) assigned to perform work for the Customer. Customer shall assume full responsibility and shall hold QTI harmless for any errors, omissions, or professional liability that is claimed to have resulted from any work performed by the QTI employee(s) on behalf of the Customer. (c) Customer shall not entrust QTI employees with unattended premises, cash, negotiables or other valuables or authorize such employees to operate machinery or motor vehicles without prior written permission from QTI in each instance. (d) Customer accepts full responsibility and will hold harmless QTI and its employee(s) for claims, including the defense thereof, involving bodily injury, property damage, fire, theft, collision, cargo damage or public liability damage, sustained or incurred as a result of a QTI employee driving such vehicle(s) or arising out of or involving violation by Customer of (c) above. (e) In no event shall QTI be liable for any incidental, consequential, exemplary, special or punitive damages or expenses or lost profits (regardless of how characterized and even if it has been advised of the possibility of such damages) under or in connection with this Agreement or any order under this Agreement, regardless of the form of action (whether in contract, tort, negligence, strict liability, statutory liability or otherwise). QTI's liability shall not exceed the value of the services provided by QTI to Customer. (f) Customer shall defend, indemnify, and hold QTI harmless from any and all fines, penalties, assessments, judgments and claims, including attorney's fees, incurred by QTI as a result of any alleged violations of any federal, state or local law, regulation or ordinance, with respect to premises owned or controlled by Customer and to which QTI employees are assigned. (g) Payment terms are net upon receipt of invoice. Invoices that remain unpaid after 30 days are subject to an interest charge of 1½ % per month which is equivalent to 18% per annum. Customer will pay QTI's reasonable attorney's fees and other costs incurred by QTI that are related to QTI's efforts to obtain payment owed by Customer. (h) Customer is solely responsible for the cost of any new or additional employment or sales taxes, mandated employee benefits or other applicable and required taxes, assessment or expenses that become effective after the date Customer signs this Terms and Conditions document. (i) The provisions of this document constitute the parties' sole and entire agreement on matters addressed herein unless the parties later agree in writing otherwise.

EMPLOYEE CONSENT – I understand that I may be placed on an assignment where there may be an opportunity to be hired by QTI's Customer. I understand that if the Customer wants to hire me within 90 days of when my assignment at the Customer ends, or sooner, then QTI may charge a fee to the Customer as set forth in section (a) above. This limitation is necessary to protect QTI's investment in the recruitment and training of its employees.

