



MAILING ADDRESS:
2709 L & A Rd., Ste. 200
Metairie, LA 70001
(504) 833-5200

Job #

FAX (504) 833-5296

WEEK ENDING SUNDAY

Month	Day	Year

CUSTOMER _____

LOCATION _____

REPORT TO _____

	Time Started	Time Finished	Less Lunch Period	Total
MONDAY				
TUESDAY				
WEDNESDAY				
THURSDAY				
FRIDAY				
SATURDAY				
SUNDAY				
Hold Check At Office <input type="checkbox"/>	Met. <input type="checkbox"/>	Mail Check To My Home <input type="checkbox"/>	Total Hours For Week To Nearest 1/4 Hour	

I hereby certify that the hours shown were worked by me during the week ending shown above, and were properly certified by an authorized representative of the named customer at the bottom hereof. Employee certifies no accident or injury was sustained while working on the assignment unless so noted on this time ticket.

EMPLOYEE SIGNATURE _____

PRINT NAME _____

S.S. # _____

NOTE: 4 Hour Minimum per Assignment.
Customer Signature indicates acceptance of all information on both sides of this card.
SIGN ONLY IF HOURS ARE TOTALED.

CUSTOMER SIGNATURE _____ DATE _____

ASSIGNMENT

COMPLETED CONTINUED

FOR OFFICE USE ONLY

PAY RATE	BILL RATE	TICKET #

PART 1 WHITE CUSTOMER COPY • PART 2 CANARY OFFICE COPY
PART 3 PINK EMPLOYEE COPY • PART 4 GOLDENROD BILLING COPY

1. Customer acknowledges DELTA PERSONNEL, INC. incurs substantial recruiting, screening, training, administration, and marketing expenses in connection with the employee(s) on the reverse side. Customer agrees for a period of 6 months following the end of our employees assignment it will not hire directly, indirectly or through another temporary service without our permission. Client agrees to abide by DELTA'S Fee schedule or Temp to Hire schedule signed by Customer. If no signed schedule exists Client agrees to keep our employee on DELTA PERSONNEL, INC'S payroll a minimum of 480 hours from the date DELTA is informed of Customer's intent to hire or transfer employee; or pay DELTA PERSONNEL, INC. a conversion fee of \$2,500.00 per employee or 15% of the employee's annual wages. (Whichever is greater).

2. Customer hereby agrees that it will not advance any monies to the employees of DELTA PERSONNEL, INC. and hereby acknowledges that it is the right and obligation of DELTA PERSONNEL, INC. to set and pay all wages of its employees, to withhold and pay all applicable payroll taxes and to comply with all workers compensation laws. Customer hereby agrees that if any specific wages are required to be paid to any employee of DELTA PERSONNEL, INC. because such employee has performed under any governmental or other contract to which Customer is a party or because of any laws or requisitions to which Customer is subject, Customer will notify DELTA PERSONNEL, INC. and will pay DELTA PERSONNEL, INC. the amount of any additional wages DELTA PERSONNEL, INC. is obligated to pay its Employee because of such contract, law or requisition.

3. Customer hereby agrees that it will not, without prior written consent of DELTA PERSONNEL, INC. do the following:

(a) Permit the Employee to operate any dangerous machinery or equipment not covered by the Customer's liability and property damage insurance;

(b) Permit the employee to operate any motor vehicle;

(c) Permit the employee to work on any scaffolds, ladders, or bridgework or near any unprotected excavation;

(d) Permit the employee to work as a member of the crew of any vessels or in maritime work or upon the navigable waters of the United States or in any activity bringing the employees within the coverage of the Railway Law Act;

(e) Entrust the employee with any cash, negotiable instruments, jewelry, or other valuables or leave the employee unattended at its premises.

4. Customer hereby agrees that it will comply with all safety laws and regulations relating to the duties of the employee and will furnish all safety and protective clothing and equipment which it is obligated by law or regulation to furnish or which it would furnish to its own employees, as required by OSHA.

5. Customer hereby agrees to release, indemnify and hold harmless DELTA PERSONNEL, INC. from and against any and all loss, costs, damage, expense and liability in connection with all claims for damages caused by anyone whatsoever as a result of injury to, or death of any person, or damage to any property however caused or wheresoever occurring, whether or not due in whole or in part to negligence of any employee of DELTA PERSONNEL, INC. which may rise from or in any manner grow out of any operation or activity of any employee of DELTA PERSONNEL, INC. named on the face of this Agreement.

6. Customer agrees to pay for the services rendered by employees of DELTA PERSONNEL, INC. as shown on the face of this Agreement at the hourly rate agreed upon between the Customer and DELTA PERSONNEL, INC. All balances are due immediately upon receipt of invoice from DELTA PERSONNEL, INC. In the event it becomes necessary to place the account with an attorney for collection then and in the event, Customer shall be responsible for the payment of all costs associated with collection and attorney's fees equal to THIRTY-THREE PERCENT (33%) of the amount of the invoice plus interest charges starting from the date of the invoice at a rate of 1 1/2% per month or 18% per annum.