ASSIGNMENT IS CONTINUING
ASSIGNMENT IS FINISHED
QUIT ASSIGNMENT
NEW ADDRESS

EMPLOYEE NAME _____

SOCIAL SECURITY NO.

WEEK ENDING SATURDAY — MO. / DAY / YR.

BROKERAGE CONSULTANTS, INC.

981-8140

	Sun.		Mon.		Tues.		Wed.		Thurs.		Fri.		Sat.	
	Hrs.	Min.	Hrs.	Min.	Hrs.	Min.	Hrs.	Min.	Hrs.	Min.	Hrs.	Min.	Hrs.	Min.
TIME IN														
TIME OUT														
LESS LUNCH TIME														
TOTAL TIME														

We understand that placements are made possible only by a substantial investment in advertising for, testing, hiring and training a large staff of personnel. Therefore, in consideration of this service being made available to us, we agree that the above employee will complete 520 hours on current assignment through **BCI** before above employee is employed by us.

Brokerage Consultants Inc.
11 S. LaSalle Avenue, #840 • Chicago, Illinois 60603
PHONE 312/460-8222 • FAX 312/460-8184 • Website: www.brokerageconsultants.com

TOTAL HOURS WORKED
(TO NEAREST QUARTER HOUR)

HRS | MIN.

SUPERVISOR'S SIGNATURE

COMPANY NAME

I certify that the hours worked are correct. I understand that when the job assignment is complete, I will notify BCI within 24 hours and report my availability for work. While unemployed, I understand it is my responsibility to report to BCI each **week** thereafter on thursday with my availability for work. My failure to report, represents voluntary resignation.

TEMPORARY'S SIGNATURE

INSTRUCTIONS
1. Complete Time Card accurately
2. Have Time Card signed by supervisor.
3. Fax then mail top copy promptly to Brokerage Consultants Inc. to such accounting office by Monday A.M.
4. Leave copy with supervisor
5. Call us immediately when your assignment is completed or when assistance of any kind is needed

SEE REVERSE SIDE FOR TERMS AND CONDITIONS
Office Copy - White
Temps Copy - Yellow
Client Copy - Pink

TERMS AND CONDITIONS

EMPLOYEE: Employee agrees not to accept full time or temporary employment by any client of BCI within 90 days of completing any assignment with such client as a BCI employee without authorization of BCI>

CLIENT: Acknowledging that BCI incurs substantial recruitment, screening, administrative and marketing expenses in connection with Temporary Employee named on the reverse side. Client agrees not to directly employ such Employee within 90 days of Employee's completion of any assignment with client without first paying BCI liquidated damages which shall be a percent of Employee's agreed upon first year's salary, such percent to be computed by dividing such salary by 1000 and using the result as the applicable percent. Client shall notify BCI before concluding any arrangement with Employee.

With the exception of normal office machines. Client shall not authorize or cause any BCI employee to operate machinery or vehicles without first obtaining BCI's written consent. It is understood and agreed that BCI assumes no liability for loss or damage caused by operation of Client's machinery, equipment or vehicles by a BCI Employee. It is further agreed that if a BCI Employee operates Client's vehicles, whether owned, borrowed, leased or rented, Client accepts and bears full responsibility for bodily injury, property damage, fire theft, collision or public liability damage claims. Client also warrants that client complies with all OSHA regulations.

Without first obtaining written permission from BCI. Client shall not entrust any BCI Employee with unattended premises, unsupervised access to telephones, cash, negotiable, jewelry or any other valuables. BCI's fidelity bond or otherwise under any circumstances unless such claims are reported to BCI in writing by the Client within thirty days of the alleged occurrence.

Client shall not advance cash or other valuables to any employee of BCI for any reason. Client waives any and all right to offset the amount or value of any such cash or valuables advanced against any monies owed to BCI.

Client agrees to comply with BCI's credit terms. Delinquent accounts will be subject to late charges of 1-1/2% monthly (annual rate of 18%) on the unpaid balance. Client agrees to pay any attorney's fees and reasonable court costs required to collect any unpaid balance.

BROKERAGE CONSULTANTS INC.