

ASSIGNMENT IS CONTINUING
 ASSIGNMENT IS FINISHED
 QUIT ASSIGNMENT
 NEW ADDRESS

EMPLOYEE NAME _____

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SOCIAL SECURITY NO. _____

MO. DAY YR

WEEK ENDING
 SATURDAY / /

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 SIGNATURE _____

BROKERAGE CONSULTANTS INC. / WELLER ORGANIZATION

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 1000 hours on current assignment through BCI before above employee is employed by us.

Brokerage Consultants Inc. / Weller Organization

10 S. Wacker Drive • Suite 1250 • Chicago, Illinois 60606

PHONE 312/460-8222 • FAX 312/460-8184 • Website: www.brokerageconsultants.com

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 reach 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.