

# JMW & Associates Inc.

Time cards are due by 12pm (noon) on Monday. Timecards received after the deadline will be processed and paid the following week.

**Fax timecards to 503.670.0219**

WEEK ENDING					
Month		Day		Year	

Employee Name \_\_\_\_\_

CLIENT

POSITION

DEPARTMENT

	MON	TUE	WED	THURS	FRI	SAT	SUN
Time In							
Lunch							
Time Out							
Total Hrs							
Reg Hrs							
Total Hrs							

LAST 4 DIGITS OF YOUR SOCIAL SECURITY NUMBER

--	--	--	--

TOTAL

ASSIGNMENT STATUS

Continuing  Completed

Supervisor Signature \_\_\_\_\_

Employee  
Signature \_\_\_\_\_

*By signing, Employee certifies that all information is complete and accurate*

The person signing this timecard represents that she/he is the authorized representative of JMW's Client and, as such, hereby states that the hours shown on the front of this timecard are true and accurate and that the work was performed in a satisfactory manner. Furthermore, JMW has incurred considerable cost and expense to advertise for, recruit, evaluate and retain employees. In consideration of these services, Client agrees that in the event the employee named above is employed by client, directly and indirectly, within 120 days from the last day of the employee's assignment with the Client. Client shall pay to JMW a fee of twenty-eight (28%) of employee's annual salary.