



AMPM
STAFFING SERVICES

P.O. Box 186
Luling, LA 70070
985-785-6857
Fax 985-785-6462
www.ampmstaffing.com

EMPLOYEE TIME SHEET

DUE BY 5:00 P.M. ON FRIDAY
mytimesheets@ampmstaffing.com

	DATE	REGULAR TIME	OVER TIME	HOURS WORKED	Employee Name Last First Middle
MON					Employee Address
TUE					Phone No.
WED					Customer's Name
THUR					Customer's Address Phone No.
FRI					City State Zip Code
SAT					Special Billing Instructions
SUN					Report To
TOTAL HOURS FOR WEEK TO NEAREST QTR HOUR					<p align="center">CUSTOMER AGREEMENT</p> <p>It is understood that the undersigned is an authorized representative of the company and hereby certifies that the hours herewith indicated are correct and that the work was performed satisfactory.</p> <p>Customer agrees to call AM-PM in contacting the person named above either for temporary or permanent use. If customer desires to hire this person on a permanent basis it is agreed that this intent will be given to AM-PM and the person will remain on AM-PM's payroll for 520 hours.</p>
<p align="center">EMPLOYEE STATEMENT</p> <p>I CERTIFY THE HOURS SHOWN HERE WORKED BY ME THE WEEK INDICATED. I UNDERSTAND I AM TO CONTACT AM-PM STAFFING SERVICES UPON COMPLETION OF AN ASSIGNMENT.</p> <p>Employee Signature _____</p>					
<p align="center">FOR AM-PM STAFFING SERVICES USE ONLY</p>					<p align="center">FOR AM-PM STAFFING SERVICES USE ONLY</p>
TOTAL REGULAR HOURS		REGULAR RATE		MISC.	
TOTAL OVERTIME HOURS		OVERTIME RATE			
WEEK ENDING DATE		(HOL/VAC)			