



455 Market St., Suite 1170  
San Francisco, CA 94105

Tel (415) 391-2060  
Fax (415) 391-6118

Week Ending

Check One

MO. \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

Assignment Continues \_\_\_\_\_  
Assignment is Complete \_\_\_\_\_

	Date	Time Started	Lunch			Time Finished	Amt. Reg. Hours	O/T Hours	Dbl. Time Hours		Total
			Time Out	Time In	Total Lunch						
Mon											
Tue											
Wed											
Thu											
Fri											
Sat											
Sun											
Weekly Totals											

Name \_\_\_\_\_

Employee Address \_\_\_\_\_

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

CHECK ONE

Mail Check

New Address

Company Name \_\_\_\_\_

Supervisor Name \_\_\_\_\_

In using our services, it is agreed that persons assigned for temporary employment are employees of Pathways Personnel. Should a client decide to offer permanent employment within six months of the date of the last assignment, the client agrees to pay a permanent placement fee. A fee schedule is available upon request. If suit is filed for collection of fees, judgment will include reasonable attorney fees. Your signature below acknowledges our permanent conversion policy and authorizes Pathways to pay our employees and bill your company for the number of hours noted above.

Minimum Billing Four Hours Per Day

\_\_\_\_\_  
Supervisor Signature Title Date