



Time Sheet / Feuille de Temps

Name / Nom	Day	Date	Morning/Avant-Midi		Afternoon/Après-Midi		Evening/Soriée		Hours	Mins.
			Time in	Time Out	Time in	Time Out	Time in	Time Out		
Company / Société ou département	Mon/Lun									
Supervisor's Name / Nom du Superviseur	Tues/Mar									
Position / Poste	Wed/Mer									
Week Ending / Pour la Semaine se terminant le (Sunday / Dimanche)	Thurs/Jeu									
Continuing / Continue? <input type="checkbox"/> Yes / Oui <input type="checkbox"/> No / Non	Fri/Ven									
Do you want your vacation pay weekly? <input type="checkbox"/> Yes / Oui <input type="checkbox"/> No / Non	Sat/Sam									
	Sun/Dim									

Supervisor (Signature) Superviseur _____	Overtime Approval (Manager's Initials) _____	<table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="padding: 2px;">Total Hours / Heures Totale</td> <td style="width: 30px; height: 20px;"></td> <td style="width: 30px; height: 20px;"></td> </tr> </table>	Total Hours / Heures Totale		
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On-Site Associate (Signature) _____ Tel: (613) 789-9911 Fax: (613) 482-4861

Terms and Conditions

The Customer hereby certifies that the hours are correct and that the work was performed to their satisfaction. Customer shall not entrust Canada Job One's employees with cash, negotiables or other valuables, or authorize such employees to operate machinery or motor vehicles without prior written permission from Canada Job One. Canada Job One's insurance does not cover loss or damage caused by Canada Job One's employees operating customer owned or leased motor vehicle(s) and therefore, customer accepts full responsibility for all claims under such circumstances. Customer shall defend, indemnify and save Canada Job One harmless from any and all fines, penalties and assessments, including attorneys' fees incurred by the Canada Job One as a result of any alleged violations of any Federal Law regulation relating to health & safety with respect to premises owned or controlled by customer and to which Canada Job One employees are assigned to it. Customer shall be responsible for providing health & safety training specific to the work to be performed. Canada Job One reserves the right to charge a placement fee in the event the customer offers direct employment to a Canada Job One employee. The customer recognizes Canada Job One employer/employee relationships with its personnel and accepts the obligation to discuss all matters concerning their employment, job assignments, payroll, policies and procedures and health & safety with Canada Job One.