



We must receive your timesheet by noon each Monday! Timesheet must be signed by your supervisor and faxed to **501-232-2812** or emailed to **payroll@apexstaffing.net**.
Have a great week!

Assigned Location: _____

Print Name: _____

Signature: _____

I certify that I have worked the hours listed on this time sheet.

	START	FINISH	LUNCH	HOURS
Monday				
Tuesday				
Wednesday				
Thursday				
Friday				
Saturday				
Sunday				
Week Ending Date:		TOTAL HOURS:		

It is hereby certified that the above hours are correct. We agree to pay Apex Staffing amount billed for above hours upon receipt of invoice. The service rendered by Apex Staffing is made possible only by a substantial investment in advertising, testing, and training a staff of personnel. Therefore, in consideration for the this service being made available to us, we agree, that in the event the above named employee becomes employed by us before the contract period is completed, we will pay an employee buyout service fee to Apex Staffing.

SUPERVISOR'S SIGNATURE TITLE DATE