

TERMS AND CONDITIONS OF ASSIGNMENT

Global Staffing Service, LLC is proposing to enter into an agreement with _____ (the "Customer") located at _____. Global Staffing Service agrees to provide the Customer with general labor personnel on an as needed and temporary basis. As verbally agreed, Global Staffing Service will invoice the Customer at the following rates: **General Labor \$_____ per hour**. Global Staffing Service employees are assigned to you under the following Conditions of Assignment.

The persons assigned are employees of Global Staffing Service and shall not be deemed to be an employee of the Customer. Global Staffing Service warrants that their employees are covered by workers compensation and general liability insurance as demanded by state and federal law and that it assumes total responsibility to pay all federal, state and local withholding taxes as well as social security, Medicare, federal unemployment, state unemployment, state health and all other employer payroll taxes. All Global Staffing Service employees are legally authorized to work in the Commonwealth of Pennsylvania and the United States of America.

Guarantee Global Staffing Service guarantees you satisfaction with our employee's services by extending you a one-day (8 hours) guarantee period. If for any reason you are dissatisfied with an employee assigned to you, Global Staffing Service will not charge for the first four hours worked, provided of course, that Global Staffing Service replaces the individual assigned. Unless you contact us before the end of the first four hours, you agree that our employee(s) assigned is satisfactory and further agree to these Terms and Conditions of Assignment.

Time Card & Invoices Our employee(s) will present to you or your representative a time card for verification and signature at the end of each week. Your signature thereon indicates your agreement with all the Terms and Conditions of Assignment. Our compensation to our assigned employees is on a weekly basis and you will be billed weekly for the total hours worked. Because Global Staffing Service invoices reflect payroll that we have already paid, our invoices are due upon receipt. Each invoice will evidence a separate and distinct contract. Print checks payable to:
Global Staffing Service 2430 South Broad Street Philadelphia, PA 19145

Overtime Legally required overtime will be billed at the same multiple as required to be paid the employee (e.g. one and one-half times the billing rate for overtime that must be paid at time and one-half). Major holidays are also billed at the overtime rate regardless of the total hours worked for the week by each individual employee. Major Holidays are defined as the "Customers" major holidays.

Client's Responsibility Supervision of Global Staffing Service employees work on your premises is your responsibility. An employee may not handle cash, negotiable or other valuables without the written consent of Global Staffing Service and then only under your direct supervision. A Global Staffing Service employee may not, under any circumstances, transport or convey monies, securities, or any other negotiable instruments.

Charges for Hiring a Temporary Employee Assigned To you After you evaluate the performance and potential of our employees, you may wish to employ one or more of temp directly. Our employees represent our inventory of recruited personnel and in the event that you wish them converted to your employ; the conversion fee will be 20% of their annual salary. The conversion fee is payable if you hire our employees assigned to you, regardless of their classification, on either a permanent, temporary (including assignments through another agency) or consulting basis within six months after the last day of assignment. There is not a conversion fee for employees who have worked five hundred and twenty (520) hours with in a one-year period.

In agreement _____ Date _____

Customer Name Here

Global Staffing Service, LLC

Date _____