



The Bagg Group
85 Richmond Street, Suite 700,
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FAX: Markham: 416-350-9618
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Division (Please check one):	
<input type="checkbox"/> Keith Bagg - Markham <input type="checkbox"/> Keith Bagg - Mississauga <input type="checkbox"/> Keith Bagg - Toronto	<input type="checkbox"/> TOSI – Toronto <input type="checkbox"/> TOSI – Mississauga <input type="checkbox"/> TOSI - Brampton <input type="checkbox"/> Other (please specify)

KBSR Representative Hours Worked (Please print & fill this sheet in completely)							
Day	Month	Date	Start Time	Finish Time	Less: Mealtime	Total Daily Hours	NAME (PLEASE PRINT)
Monday							Employee Number
Tuesday							
Wednesday							Change of Address and/or Phone Number
Thursday							
Friday							
Saturday							Signature
Sunday							
Total Hours for the Week							

Client Authorization & Terms and Conditions	
<p>The following are the terms and conditions of the relationship of the Client with Keith Bagg Staffing Resources ("TBG"). The Client hereby agrees:</p> <ol style="list-style-type: none"> 1) That hours as reported hereon are correct and the work effected by the representative of TBG has been satisfactory in all respects. 2) That the agreement between the Client and TBG pertaining to any services performed or to be performed on our behalf by any representative of TBG is as follows: <ol style="list-style-type: none"> a) The TBG representative will not be entrusted by the Client with cash negotiable instruments or other valuables and will not be left unattended at Client's premises. TBG is not responsible for any illegal acts of TBG representative on Client's Premises; b) The Client will not, without the prior written consent of TBG, authorize any TBG representative to operate a motor vehicle or any form of machinery and if Client does so without the prior written consent of TBG the Client waives any right of action or cause of action against TBG arising therefrom; c) The Client acknowledges that any loss or damage caused by any TBG representative to any owned or leased motor vehicle of Client operated by the said TBG representative will not be insured by TBG or TBG's insurer and any and all claims and damages arising due to bodily injury, property damage, public liability or any other damage whatsoever sustained or incurred as a result of a TBG representative operating any such vehicles including any cost of defence thereof will be the sole responsibility of the Client; d) TBG shall not be liable for damages of any kind or nature arising out of this Agreement or the provision of services by TBG representative that exceed the total amount paid by Client to TBG relating to the provision of services hereunder; e) Client is responsible for maintaining a safe and healthy work environment at Client's premises and Client shall fully indemnify TBG from any and all claims, fines, penalties, damages and costs incurred by TBG or to which TBG might be liable as a result of Client's breach of applicable law or governmental regulation. 	<ol style="list-style-type: none"> 3) The Client will not use the services of this representative nor direct this representative to perform services for the client through another provider for a period of at least one year from the date hereof unless TBG is duly compensated in accordance with TBG 's standard fee structure. 4) The Client agrees that a copy of this time sheet will be sufficient for invoicing purposes. 5) TBG agrees to make good faith efforts to identify and assign appropriate personnel to perform tasks required by Client but TBG makes no representation or warranty as to special skills or conduct or qualifications of TBG representatives. 6) TBG representatives shall not be deemed to be employees of Client; except where payrolled by the Client through TBG. Services to be provided hereunder are temporary and non-permanent in nature. <p>The foregoing provisions shall apply to TBG placed independent contractors with appropriate changes in wording.</p>
Company Name	
Department	Code
Authorized Signature	
Date	Telephone Number

Please leave a copy of completed time sheet with our Client.