



## CLIENT CONTRACT

The following are the terms/conditions for SS Staffing, Inc supplying staffing to Client.

1. Client agrees to furnish SS Staffing, Inc employees a suitable place to work which complies with all laws and ordinances related to occupational health and safety.
2. SS Staffing, Inc insurance does not cover operation of any motorized vehicles licensed for highway use by any SS Staffing, Inc employee, nor does it cover physical loss or damage of machinery, equipment or materials while in the care, custody or control of a SS Staffing, Inc employee.
3. Client agrees to accept full responsibility for personal and bodily injury, property damage, fire, theft, collision or public liability claims, and all other claims arising out of the operation of any motor vehicle by a SS Staffing, Inc employee, as well as claims for physical loss or damage of machinery, equipment or materials while in the care, custody or control of a SS Staffing, Inc employee.
4. Client agrees that Client will not entrust a SS Staffing, Inc employee with unattended premises, or any part thereof, with the care, custody or control of cash, negotiable or other valuables without prior written permission of SS Staffing, Inc and then only when the SS Staffing Inc employee's specific duties necessitate such activities.
5. Client indemnifies SS Staffing, Inc and its employees for injuries sustained by SS Staffing, Inc employees in the course of their providing services to Client, and Client will indemnify SS Staffing, Inc for losses resulting from work performed by SS Staffing, Inc employees in a reasonable manner and/or as instructed by Client, and losses resulting from willful misconduct, intentional or negligent acts of Client and/or its employees, members, agents, and/or owners, except for losses covered by SS Staffing, Inc Workers' Compensation Insurance. Client agrees to indemnify SS Staffing, Inc and its employees for injuries sustained by Client and/or its employees, members, agents, and/or owners resulting from work performed by or actions of SS Staffing, Inc employees.
6. Client agrees to notify SS Staffing, Inc of any changes in the duties of a SS Staffing, Inc employee from those originally described to SS Staffing, Inc. Client agrees to a 2 hour minimum. If SS Staffing, Inc employee fulfills his/her duties in less than 2 hours, Client agrees to be billed for 2 hours.
7. Client agrees that for a period of 120 days after the last day for which hours are reported to SS Staffing, Inc. utilization of this employee will be through SS Staffing, Inc. Client agrees that if Client wishes to hire a SS Staffing, Inc employee and transfer said SS Staffing, Inc employee to Client's payroll, Client will notify SS Staffing, Inc at once. The employee will remain on SS Staffing, Inc. payroll for 480 work hours unless Client agrees to pay a transfer fee to SS Staffing, Inc. If Client wishes to directly hire a SS Staffing, Inc employee without any hours being reported the buy-out fee is \$1,600.00 unless otherwise agreed in writing.
8. Client agrees to pay charges for temporary help to SS Staffing, Inc within 7 days of the invoice date and Client agrees to pay the charges evidenced by the time card.

9. Client agrees to pay interest charges of 1.5% per month on any charges remaining unpaid 15 days after invoice date (unless other arraignments have been made with SS Staffing, Inc).
10. Client agrees to pay SS Staffing, Inc all reasonable collection fees, attorney fees and any other expenses incurred in the collection of all charges on your account(s).

By signing below, Client agrees to and accepts the above terms and conditions and agrees that upon employing the services of SS Staffing, Inc, Client shall adhere to the above referenced conditions. A facsimile of this Agreement may be signed by the parties and signatures may be transmitted by facsimile, which shall be deemed original signatures. In addition, by signing below I personally guarantee payment in full of the account for the company or individual on this application. All information and representation on this credit application are correct and I understand that payment in full is required in accordance to the terms. This guarantee is continuing and irrevocable while there is any unpaid balance due on the account.

\_\_\_\_\_  
**Client/Guarantor Signature**                      **Date**                      **SS Staffing, Inc. Representative Signature**

**Client Name** \_\_\_\_\_ **Authorized Person** \_\_\_\_\_

**Mailing Address** \_\_\_\_\_ **City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_

**Physical Address** \_\_\_\_\_ **City** \_\_\_\_\_ **State** \_\_\_\_\_

**Phone Number** \_\_\_\_\_ **Fax Number** \_\_\_\_\_ **Cell** \_\_\_\_\_

**E-mail Invoices? Yes** \_\_\_ **No** \_\_\_ (If "yes" please include your e-mail address)

**E-Mail Adress:** \_\_\_\_\_

**EIN Number** \_\_\_\_\_ **or Last 4 of SS Number** \_XXX-XX-\_\_\_\_\_