



Weekly Timecard

Client Name _____ Week Ending Date _____
 Jobsite Name _____ Job Number _____
 Jobsite Address _____

Employee Name	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Total

The client/supervisor certifies that the above hours are correct and agrees to the terms and conditions below.

Supervisor Signature _____ Date _____
 Supervisor Print Name _____

TIMECARDS ARE DUE SUNDAY BY 12:00PM
Email: time@x3tradesmen.com **Fax:** 866-211-5145 **Text:** 801-205-4272

Client will be billed weekly for the total hours worked. If applicable, overtime will be billed at 1.50 times the normal billing rate. The client agrees that it is their responsibility to notify X3 Tradesmen (X3) of any prevailing wage duties that the employee is asked to perform. Safety is the number one priority for everyone at X3. It is the client's responsibility to supervise the employee at all times and to only assign them to duties that are consistent with their skills and abilities.

X3 is a staffing firm/supplier of manpower. Because X3 invoices reflect payroll we have already paid, our invoices are due upon receipt. Client agrees to pay X3 under 30 days regardless of any other agreements the client has entered into such as "Paid 'when' paid" and "Paid 'if' Paid" clauses. In the event that you fail to pay the invoice when due, you agree to pay all of X3's costs of collection, including reasonable attorneys' fees, whether or not legal action is initiated. Additionally, X3 may charge interest on any overdue amounts at a rate of the lesser of 1.5% per month from the date the amount first became due.

Assigned Employees represent X3's inventory and in the event you wish to convert them to be your employee or refer them to another employer, you agree to pay a conversion fee. The conversion fee is payable if you hire our assigned employee, regardless of the employment classification, on either a full-time, temporary (including temporary assignments through another agency) or consulting basis within six months after the last day of the assignment. The conversion fee will be equal to 250 times the final billing rate reduced based on hours worked.

We are not a general contractor and we do not have a contractor's license. Client acknowledges that our warranty is limited to fees billed for the first day only. Client agrees not to allow assigned employees to operate motor vehicles unless the client first provides an insurance policy listing X3 as additionally insured.

