

Thank you for ordering from Acrobat Outsourcing. Below are the employees we have scheduled for your upcoming job.

Your invoice will be based on the hours reported on this time slip.

Please ensure all employees sign in and out on this sheet and you sign the bottom confirming the hours.

Once this job is completed please click the link in the email that was sent with this time slip.

You can also go to www.taborca.net/hours and enter the Job ID that is listed below.

From there please confirm the hours worked and make any adjustments necessary.

Once all hours have been electronically submitted, you may choose to print an invoice directly from our site or wait to receive an invoice via email.

ALL COMPLETED TIME SLIPS SHOULD BE SUBMITTED BY THE NEXT DAY.

FOR ANY STAFFING EMERGENCIES, PLEASE CALL OUR 24 HOUR NUMBER AT (800) 236-2276 ext. 2207

All injuries, regardless of severity, must be reported to an Acrobat Manager. Additionally, employees must call 1-800-252-5275 and provide the Acrobat code: 981100 to complete a report.

ATX

To: Southwestern University - xan

kooncex@southwestern.edu, shearer@southwestern.edu, penney@southwestern.edu,

512-863-1515

Saturday

JobID: 253525 6 Bartenders

	Date	Employee	Position	Report Time	Time In	Break Start	Break End	Time Out	Total Hrs	Rating	Initial
✓ 1	10/27/2018	Bowser, Phyllis	Bartender -full bar	3:30 PM	3:45			12:10		2	ph
2	10/27/2018	Kaminskas, Eric?	Bartender -full bar	3:30 PM							
✓ 3	10/27/2018	Rodriguez, Reynaldo	Bartender -full bar	3:30 PM	3:00			7:15		4	RA
4	10/27/2018	Flores-Sanchez, Norma	Bartender -full bar	8:00 PM	8:00			4:08		3	NT
5	10/27/2018	Franklin, Renee	Bartender -full bar	8:00 PM					No Show		
6	10/27/2018	Parra, Jolisa	Bartender -full bar	8:00 PM	8:04			12:08		3	JP
7	10/27/2018	Tucker, Whitney	Bartender -full bar	8:00 PM	8:12			12:08		3	
	10/27/18	Taylor, Latisha	" "		3:45			12:10		2	LT
	10/27/18	MUTUMA, NONIE	BARTENDER		5:00			8:12		3	
	10/27/18	Gomez, Trey	Kalin Bartender		5:00			12:08		2	

any
not
can
acrobat
intender?

Client Approval Signature

Dyana Shee - SU Hospitality House mgr.
(Dyana Shearer)

Fri 10/24/18

7:30 Bartenders

7:00 Ray Rodriguez

7:30 Laila Taylor

7:30 Norma Flores

8:30 Phyllis Bowser

7:30 Endrias (Nico) Garcia

12:00

Mark Gough 12:00

12:00

12:00 P. Bowser

12:00 Endrias

→ Nico did not stay until midnight. He was working a decade party that was shut down by 10:00pm and I did not have room or need for him at the Hospitality House and he went home less than happy.

Diana Shean

SH Hospitality House mgr