Acrobat
Outsourcing
Your Hospitality Staffing Professionals

Thank you for ordering from Acrobat Outsourcing.
Below are the employees we have scheduled for your upcoming job.
Please ensure all employees sign in and out on this sheet.
Your invoice will be based on the hours electronically submitted based on this time slip.

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 AND ABSOLUTELY NO LATER THAN MONDAY AT 12:00PST TO AVOID ANY LATE FEES.

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.

SD

To: Eurest @ SDG&E - Raquel Gutierrez
Karen.Gibson@compass-usa.com; Jose.Hermosillo@compass-usa.com; amber.zeglen@compass-usa.com

JobID: 265083 Prep Cook

	Date	Employee	Position	Report Time	Time In	Break Start	Break End	Time Out	Total Hrs	Rating	Initial
1	1/31/2019	Diaz, Raymond	Cook: 1 Prep	7:00 AM		11am	11:30am	3:05pm			

Client Approval Signature _____