



To: Compass - MS Boardwalk Seattle - Solimar Peer  
v-vapeer@microsoft.com

JobID: 291598 Beer and Wine Servers for OctoberFest Event

	Date	Employee	Position	Report Time	Time In	Break Start	Break End	Time Out	Total Hrs	Rating	Initial
1	9/26/2019	Brown, O'Shun	Bartender - Beer & Wine	3:30 PM	3:30			<del>7:30</del>	<del>4</del>		OB
2	9/26/2019	Burton, Jacques	Bartender - Beer & Wine	3:30 PM	3:30			7:30	4		UB
3	9/26/2019	Frieson, Jenna	Bartender - Beer & Wine	3:30 PM	3:30			7:30	4		JB
4	9/26/2019	Hubbard, Matthew	Bartender - Beer & Wine	3:30 PM	3:30			7:30	4		MB
5	9/26/2019	Woodstock, Cynthia	Bartender - Beer & Wine	3:30 PM	3:30			7:30	4		CW

Client Approval Signature

Important note about breaks and overtime:

### Client Feedback:

Rating: In the second-to-last column, please rate our employees:

1 - never to return 2 - not impressive 3 - sufficient 4 - impressive 5 - superstar

Comments:

It is to your advantage to provide feedback regarding our employees as your experience with them will help determine who we send you in the future (we'll always try to send you your favorites and avoid returning those who have not impressed!) We are passionate about placing the "right people in the right jobs for the right reasons."

Initials: This timesheet is an agreement between you and the temporary employee of the hours that were worked. Please ensure that the EMPLOYEE initials the last column. Thank you!

Client Signature: 

#### Acrobat Outsourcing Payroll Policy:

Please return timesheets by Sunday 10 PM. A 10% surcharge will be assessed for all timesheets received after Monday at 4pm. A corresponding invoice will be mailed to you every Thursday.

By signing this agreement, you agree to not only pay for the listed work above, but also to refrain from soliciting or employing Acrobat Outsourcing employees directly. If you are impressed by one of our employees, please contact us as we have many clients who want to hire our staff permanently and we will help transition our best employees to your team. In the event that you hire our employee without notifying Acrobat Outsourcing, you will be assessed a \$2,500 finder's fee.

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