

JH STAFFING SERVICES
 200 High Tower Blvd.
 Suite 403
 Pittsburgh, PA 15205
 PH# (412) 788-1174
 FAX# (412) 788-1179



WEEK ENDING

I hereby certify that the hours shown are correct and are authorized by a client representative.

SAT DATE

EMPLOYEE NAME

SOCIAL SECURITY NUMBER XXX-XX-

EMPLOYEE SIGNATURE

DAY	REGULAR HRS	OVERTIME HRS	TOTAL HRS
SUN			
MON			
TUE			
WED			
THUR			
FRI			
SAT			
TOTAL			

CLIENT NAME

AUTHORIZED SIGNATURE

TITLE

CLIENT, BY YOUR SIGNATURE CLIENT CERTIFIES THAT HOURS SHOWN ARE CORRECT AND WORK WAS DONE SATISFACTORILY.

WHITE-JH

YELLOW-CLIENT

PINK-EMPLOYEE