



Mainz Brady Group

creating your future together

2701 NW Vaughn Street, Suite 456 Portland Oregon 97210
503 688 1900 (Office), Fax 503 961 8910

Processing of your paycheck may be delayed if this card is not filled out completely, and accurately.
RETURN TO THE MAINZ BRADY GROUP BY MONDAY NOON

Employee Name: _____

Company Assigned To: _____

Assignment Status: Continuing ☐ Finished ☐ Available ☐

Date Worked		Time Started	Lunch Out	Lunch In	Time Finished	Total Regular Hrs	Total OT Hrs**	Total PTO Hrs**
MON								
TUE								
WED								
THURS								
FRI								
SAT								
SUN								
		Total Hours Worked This Week						

**** Must be approved by Manager**

Customer Signature _____ Date _____
I approve these hours for payment

Please print name and title _____

Employee's Signature _____ Date _____
I have worked these hours and certify they are correct