

Employee Overtime Agreement

It is agreed between:

Employee Name

of

Employee Address

and

World Class Contracting LTD.
Employer/Company Name

of

38327 HWY 596 Red Deer County, AB
Employer/Company Address

That:

1. Employee's are to work **44** regular hours per week. If any additional hours are required, the additional hours must be pre-approved by the Project Manager and will be banked at regular rate of wages.
2. The employee will take time off, with banked pay at a time that the employee could have worked and received wages from the employer in place of overtime pay. The time off shall be provided, taken, and paid at the regular rate of wages within 6 months of the pay period in which the banked hours were earned, and treated as wages
3. Time off will be provided within a project shift schedule or can be requested for approval by the Project Manager with appropriate notice.
4. The employer shall provide a copy of this agreement to the employee upon request. No amendment or termination of this agreement shall be effective without at least one months notice in writing by one party to the other.

Dated this _____ day of _____ 20 _____

Signed by:

For Employer

Employee