



Employee Handbook Acknowledgement

I have received a copy of the Employee Handbook and understand that it is my responsibility to read and comply with the policies it contains and any revisions made to it. I understand that this handbook describes important information about the company's policies and benefits and that I should consult my supervisor if I have any questions not answered by the handbook.

I acknowledge that I have entered into my employee relationship with the company voluntarily and for no specified length of time. I understand that either the company or I can terminate the employment relationship at will, with or without cause, at any time, provided there is no violation of applicable federal or state laws.

I understand the information, policies and benefits described in this handbook are subject to change, although the "employment at will" policy listed in the preceding paragraph does not change. Any changes are communicated through official notices. I understand that the information in these notices may supplement, revise, replace, or eliminate the information in this handbook. Only an officer of the company has the right to approve any revisions to this handbook.

Finally, I acknowledge that this handbook is not an employment contract or legal document.

Employee's Signature

Date

Employee's Name Printed

Social Security Number