

EMPLOYEE HANDBOOK ACKNOWLEDGMENT

I acknowledge that I have received a copy of the S. Brooks and Associates, Inc. dba Brooks Staffing's Employee Handbook effective _____. I understand that it is my responsibility to read and comply with the handbook and that I should contact my supervisor if I have questions or need help in understanding the information in it.

I understand that the handbook supersedes all prior employee policies and that the information in the handbook may be changed at any time, with or without advance notice, at the discretion of Brooks Staffing.

I understand that this handbook does not represent an employment contract, nor does it guarantee that any employee will be employed for any specific or minimum period of time. The Employees of Brooks Staffing are "At-will" employees and may quit or be terminated from employment at any time, with or without cause or notice. I understand that although other terms and conditions of employment may change, the At-will nature of my employment will remain in effect throughout my employment with Brooks Staffing.

Employee Signature

Date

Employee Name (type/print)

RETURN COMPLETED PAGE TO MANAGEMENT FOR YOUR PERSONNEL FILE