

Acknowledgement and Receipt

I acknowledge the receipt of the Marth Group employee handbook and understand I am responsible for reading, understanding and following its contents. I agree that if there is a policy or provision in the handbook that I do not understand, I will seek clarification from the Human Resource Department.

In addition, I understand that this handbook states Marth Group's policies and practices in effect on the date of publication. I understand that nothing contained in the handbook may be construed as creating a promise of future benefits. I understand these policies and procedures are continually evaluated and may be amended, modified or terminated at any time.

Lastly, I understand that Marth Group is an "at will" employer and as such employment with Marth Group is not for a fixed term and may be terminated at the will of either party with or without cause and without prior notice. No supervisor or other representative of the company (except CEO/President) has the authority to enter into any agreement contrary to the above.

Please sign and date this receipt to acknowledge receipt of your handbook and your understanding of your rights regarding your personnel file.

Employee Name (please print): _____

Signature: _____ Date: _____