

AMERITRAINING, INC.

I have read this Handbook carefully and agree to adhere to all rules, policies and responsibilities herein set forth. I understand it is my responsibility to seek clarification of any rule, policy, or benefit described in this Handbook, which I do not understand.

I also understand that this Handbook in no way attempts to cover policies and practices in detail, but is to give me an overall understanding of the Company policies. I understand the Company may periodically change and/or update the policies contained in this Handbook or other policies, as it deems necessary.

I have been hired as an **at-will temporary employee** and realize this Handbook or any other written or verbal communication by the Company is not intended as, and does not create a contract or guarantee of employment with me. Either the Company or I may terminate the employment relationship at any time. No Company representative, except management, is authorized to modify this policy for any employee or to enter into any agreement, oral or written, contrary to this policy. I understand that if I am issued any company equipment, upon my dismissal, I will not be paid until said equipment is returned undamaged.

Individual's Signature

Date

This acknowledgment form will become part of each employee's personnel file.