

IroquoiSystems, Inc.

EMPLOYEE ACKNOWLEDGMENT FORM

1. I have received the IroquoiSystems, Inc. Policies and Procedures handbook, and I understand that it is my responsibility to read and comply with the policies contained in this handbook and any revisions made to it. Furthermore, I acknowledge that the handbook is not a contract of employment.
2. I have received the IroquoiSystems, Inc. Timekeeping Policy and I have been provided an introductory briefing on the Timekeeping Policy.
3. I understand that I am a(n) EXEMPT / NON-EXEMPT employee.
(Circle applicable statement)
4. I have signed the IroquoiSystems, Inc. Non-disclosure Form and Non-Compete Agreement.
5. I HAVE / HAVE NOT opted for Health and/or Dental Insurance.
(Circle applicable statement)
6. I have filled out the I-9 form and provided appropriate forms of documentation.

Employee's Name (printed): _____

Employee's Signature: _____

Date: _____