

Staff Acknowledgment and Agreement

Please read the following statements and sign below to indicate your receipt and acknowledgment of these documents. If you have any uncertainty or questions regarding the content of these documents, you are required to consult with the director. This should be done prior to signing and agreeing to these documents.

ELKS CAMP GRASSICK STAFF HANDBOOK

I acknowledge that I have received and read a copy of this Elks Camp Grassick Staff Handbook and understand that it is my responsibility to be familiar with and abide by its contents. I understand that the information in this Handbook is intended to help ECG employees to work together effectively on assigned job responsibilities. The policies, procedures, and benefits described in this Handbook are not promissory and do not set terms or conditions of employment or create an employment contract.

I understand that neither this Handbook nor any other communication by a management representative or any other employee, whether oral or written, is intended in any way to create a contract of employment. I understand that, unless I have a written employment agreement signed by an authorized ECG representative, I am employed at will and this policy does not modify my at-will employment status. If I have a written employment agreement signed by an authorized ECG representative and this Handbook conflicts with the terms of my employment agreement, I understand that the terms of my employment agreement will control.

ELKS CAMP GRASSICK ABUSE PREVENTION POLICY

I have read and understand Elks Camp Grassick's Abuse Prevention Policy and agree to abide by its terms and conditions throughout the course of my employment. I understand that my failure to follow the terms of this policy could result in disciplinary action up to and including termination.

Print Name: _____

Date: _____

Signature: _____