# ACKNOWLEDGMENT

By signing below, I acknowledge that it is my responsibility to have read and understood the procedures and policies outlined in the Manager’s Reference Guide-January 2021 edition. I understand that the Guide is intended only as a general reference, and not as a full statement of company procedure or a legal contract. Further, I understand and agree that my employment with 4 Point 0 School Services, Inc. is “at-will.” I agree to keep this book in my possession during my employment and to update it whenever provided with materials to do so.

I further understand that each Guide is the property of 4 Point 0 School Services, Inc. and that copying any section of the book is against company regulations. I agree to return the book upon terminating my employment with the company.

\_\_\_ \_\_\_\_\_\_\_\_\_\_ Date

\_\_ \_\_\_\_\_\_\_\_Employee Signature

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Employee Printed Name

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