

It Is the policy of Kingwood personnel to not discriminate in any personnel action or other relations with its employees or applicants for employment because of race, color, religion, sex, national origin, age, physical or mental handicap, or because the individual is a special disabled or Vietnam Era Veteran.

It is also the policy of Kingwood Personnel that every employee has the right to work in an environment free of sexual harassment or intimidation. If you feel your right has been violated, please contact Kingwood Personnel immediately.

I hereby attest that my information is true, correct and complete. I attest that I have not withheld or falsified any information.

I understand that a further condition of employment may be:

- A criminal background verification
- Drug and/ or alcohol testing
- Employment verification
- Education verification

I consent to the above testing and understand that the employment and compensation can be terminated at any time with/ or without cause at the option of kingwood Personnel or myself.

I understand that I must complete 520 hours of work with a client before the client may hire me directly. If I am hired before the completion of the total 520 hours, I understand that the client will pay a buyout fee to Kingwood Personnel for the remainder of the assignment.

I understand that any discussion of a permanent position of the offer of a permanent position wit the Client must be directed to K kingwood Personnel.

In the event that my temporary assignment is terminated I understand that Kingwood Personnel will not be responsible for any personal belongings that were transferred to Kingwood Personnel and that remain at Kingwood personnel 30 days pass the term date.

I agree to keep confidential and not use or disclose any information, secret or trade secrets of any Client Company where I may work. I agree to not remove from the Clients premises any client reports, records, papers, documents, equipment, material, or articles of any kind which I may prepare or which may come into my possession in any way. I agree to deliver to the client at the end of each period of my services with the client, all such items in my possession.

Signed x _____

Date _____

Assignments _____

Dates _____
