

**Receipt and Acknowledgement  
of Temporary Employee Policies  
of PARAMOUNT**

I have received, read, and understood the Temporary Employee Policies of Paramount, LLC to include, but not limited to:

Timesheet Submission Deadlines  
Attendance Policy  
Check Pick-Up Policy Lost  
Check/Stop Payment Policy  
Direct Deposit  
Address Change Policy  
Healthcare Benefits Policy  
Dress Code  
Personal Items Policy  
Solicitation/Contact of Clients  
Availability Policy  
Instructions for new Hire  
Paperwork

I understand that these and any other policies that may be implemented by Paramount, LLC from time to time are a summary of guidelines intended for informational purposes, and such policies do not constitute a contract of employment. Paramount, LLC reserves the right to alter, modify, change, or delete its policies or related benefits at any time.

I understand that my employment for Paramount, LLC is for an indefinite duration, and is terminable at will by me or the company.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Employee's Printed Name