

RECEIPT ACKNOWLEDGEMENT

I have been briefed on the Davison County Employee Resource Guide and have read it or have had it read to me carefully. I understand that this manual supersedes all prior manuals. I also understand all the rules, policies, terms and conditions, and agree to abide by them; realizing that failure to do so may result in disciplinary action and/or termination. I realize this guide is not all inclusive and some unforeseen circumstances may arise. I understand and agree that my employment is terminable-at-will, so that both Davison County and I remain free to choose to end our work relationship. Similarly, no Davison County official has the authority to enter into an oral employment contract, and only the Davison County Board of Commissioners can enter into a written employment contract.

I understand that an up-to-date copy of this guide is located in the office of which I work and that it is available for review whenever necessary. The guide is also located on the Davison County website at [www.davisoncounty.org](http://www.davisoncounty.org). The Guide contains links to specific laws and forms, which shall be accessed if necessary. I understand I will be notified when updates are made but it is my responsibility to keep abreast of all changes. If I have questions, I can ask my supervisor or the HR Director for clarification.

I understand nothing in the Davison County Employee Resource Guide in any way creates an express or implied contract of employment between Davison County and me, but rather, is intended to provide the fostering of a better working atmosphere while the employer/employee's relationship exists.

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Printed Name