



EMPLOYEE ACKNOWLEDGEMENT

I, _____, acknowledge having received a copy of Hanover Township’s Personnel Policy Manual, (manual), which was adopted on **June 10, 2008** by the Town Board and Appointing Authorities. I agree to read and become familiar with its contents and any amendments or supplements to the manual. I understand that this manual is not an express or implied contract of employment and that it does not create any rights in the nature of an employment contract. Rather, this manual is an overview of personnel policies related to my employment. Nothing will restrict my right to terminate my employment at any time and nothing will restrict the right of the Township to terminate my employment at any time. I further understand that all policies, rules, and regulations in the manual may be changed from time to time without prior notice.

Printed Name of Employee

Printed Name of Witness

Signature of Employee

Signature of Witness

Date

Date