

SUPPLIER ASSOCIATE ACKNOWLEDGMENT

Supplier Company Name: Corporate Management Group

Supplier Main Contact: Lis Porreco
(Name and Phone Number)

Associate First Name & M.I.: todd r Last Name: vanhorn

Position: Warehouse Assignment Start date: 3/16/2016

"SCHEDULE B: Pre-Employment Screening Requirements"
(Please document the date of completion per item below)

Onboarding Requirements	Date of Completion
I-9 Form	3/14/16
W-4 Form	3/14/16
Basic Testing Skills for Job Category (per position)	3/9/16
5 Panel Drug Screen	3/17/16
Criminal/Civil Background Investigations	3/15/16
SSN Verification	3/15/16
Education and Work Experience Verification	3/15/16
Credit Score (For Financial Positions Only)	N/A
Motor Vehicle Check (Only When Essential Job Function)	N/A

"SCHEDULE C: Pre-Employment Supplier Associate Requirements & Policy Acknowledgements"
(Please document the date of completion per item below)

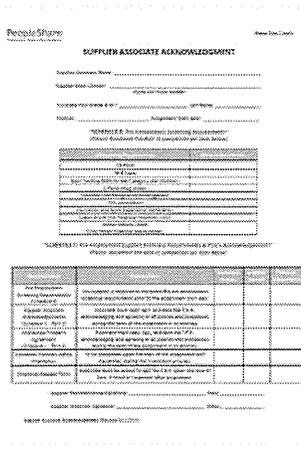
Requirements	Expectations	Associate Initials	Supplier Initials	Date of Completion
Pre-Employment Screening Requirements (Schedule B)	The supplier is required to complete the pre-employment screening requirements prior to the assignment start date.	<u>TRV</u> trv	<u>EP</u>	3/17/16
Supplier Associate Acknowledgements (Schedule C - Part 2)	Associate must read, sign, and date the S.A.A., acknowledging and agreeing to all policies and procedures during the term of the assignment in its entirety.	<u>TRV</u> trv	<u>EP</u>	3/17/16
Intellectual Property Agreement (Schedule C - Part 3)	Associate must read, sign, and date the I.P.A., acknowledging and agreeing to all policies and procedures during the term of the assignment in its entirety.	<u>TRV</u> trv	<u>EP</u>	3/17/16
Carpenter Contract Safety Orientation	To be completed upon the start of the assignment with Carpenter, during the orientation process.	<u>TRV</u> trv	<u>EP</u>	3/17/16
Employee Release Form	Associate must be willing to sign the E.R.F. upon the time of hire, if hired at Carpenter after assignment.	<u>TRV</u> trv	<u>EP</u>	3/17/16

Supplier Representative Signature: Lis Porreco Date: 3/17/16

Supplier Associate Signature: Todd R VanHorn
Todd R VanHorn (Mar 17, 2016) Date: Mar 17, 2016

Please Print Clearly

Managed Service Provider Signature: _____ Date: _____



Carpenter Acknowledgment

Adobe Document Cloud Document
History

3/17/16

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-  Document created by Caitlin Scholl (Caitlin@corpimgmtgroup.com)
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