

### **Applicant and At-Will Acknowledgement**

I have applied for employment with D & M, Inc. (D & M). If my application is accepted and I am hired by D & M, then I agree that my employment with D & M will be "at will". I understand that the nature of my employment relationship is "at-will." This means that at the sole discretion of either D & M, Inc. (D & M) or me, my employment may be terminated with or without cause and with or without notice. I acknowledge that the personnel practices, including the right to hire, transfer, suspend or discharge, to relieve Employees from duty and to maintain discipline and efficiency of Employees, rest exclusively in the sole discretion of D & M. I agree that D & M may introduce new policies, procedures and job requirements as Employer priorities, interests and needs dictate. I have been advised that nothing in the Employee Handbook operates to change the status of my employment relationship from at-will to any other status. I understand that all disciplinary provisions in the Employee Handbook are advisory, and I have no right to exhaust any single or progressive disciplinary procedure prior to termination. I know that any representations that change my Employee status from an at-will employment status must be in writing and signed by the Administrative Office of the organization. Any other purported changes in the at-will nature of my employment relationship are without any effect. I acknowledge and certify that no oral statements or promises of employment beyond the at-will policy of D & M were made prior to, or relied upon by me prior to hire.

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Employee's Printed Name                      Date

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Employee's Signature