

## EMPLOYEE ACKNOWLEDGEMENT FORM

I understand that the employee handbook of personnel policies (the "handbook") describes important information about the Oak Lawn Park District and that I should consult my supervisor regarding any questions not answered in the handbook.

Since provisions of the handbook are subject to change, I further understand that revisions to the handbook may supersede or eliminate one or more existing policies and that all such changes will be communicated through official notices.

I acknowledge that this handbook is neither a contract of employment nor a legal document. I have received, read, understood and will comply with both, the policies contained in this handbook and any revisions made to it.

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EMPLOYEE'S SIGNATURE

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DATE

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EMPLOYEE'S NAME (TYPED OR PRINTED)