

SEASONAL MANUAL ACKNOWLEDGMENT

BEFORE YOU START WORK, you are responsible for

- 1) reading this manual
- 2) signing this form
- 3) returning the signed form to your supervisor

ACKNOWLEDGMENT:

By signing this form, I acknowledge that I have carefully read the information in this manual, including the Rules and Regulations, and I fully understand them. I agree to comply with these policies as a condition of my employment with the Ingham County Parks Department. Further, I understand that infraction of these rules may result in disciplinary action, up to and including termination.

I acknowledge responsibility for complying with future changes in policies, practices and regulations communicated to me from time to time, whether or not I have signed an acknowledgment of such changes.

I understand that no supervisor, manager or representative of the Parks Department, other than the Parks Department Director, has any authority to make an amendment to the terms of this manual.

Signature

Date

Print your name here

