



Congratulations and welcome aboard as one of our new employees. In accordance with our client's legal contract requirements and to maintain the best in performance and the best business relationship possible it is mandatory that all employees promise via this document to do their best at all times which includes professionally, ethically, morally, socially, etc.. Please place your initials beside each of the designated terms below then sign and date at the bottom. You can fax this document to: 240-269-0753.

This form must be in our possession before you begin official start date.

Initials:	Employment Terms & Conditions
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| _____ | 1. You agree to work a standard 40 hour work week. |
| _____ | 2. You agree that if you wish to work overtime in excess of the standard 40 hours that you will first need to obtain permission from your on-site Manager. |
| _____ | 3. All overtime will be your set hourly rate. (the client doesn't pay us time and a half) |
| _____ | 4. If you wish to take time off you must fax to us your "Time Off Request Form" which must be signed by your on-site Manager. After it's approved fax it to: 240-269-0753. |
| _____ | 5. In order to be paid you must have your Manager "APPROVE" your weekly timesheet for the hours you have worked. |
| _____ | 6. You agree to be as professional as possible while working on the client site. This includes your appearance, verbal dialect, behavior, mannerism and all e-mail or written communications. |
| _____ | 7. You agree to remove yourself from any inappropriate or controversial situations of any sort that may potentially jeopardize your eligible employment status.. |
| _____ | 8. You acknowledge that on this assignment you will be classified as an employee / contractor / consultant. Therefore a strict "non-compete" policy is now in effect preventing you from switching employment to other contract vendors or even the client without prior approval. |
| _____ | 9. You agree to never physically or verbally threaten anyone at any time under any circumstance. If such an event where this is happening to you please notify your on-site Manager immediately so they can contact the local authorities. |
| _____ | 10. You agree to represent yourself and Mall Lobby.com, Inc. to the best of your ability so you may become eligible for other upcoming endeavors that may further your career. |

You hereby agree to each of the mentioned Terms & Conditions being of sound mind and full knowledge of what this agreement implies.

Your Signature

Today's Date

Print Your Name