

EMPLOYEE HANDBOOK & AT-WILL EMPLOYEE STATUS ACKNOWLEDGEMENT

I acknowledge receipt of a copy of the Coffeehouse Five Employee Handbook. I have read the Handbook and agree to abide by the Company's policies and procedures, including, but not limited to, the time-off policy and the dress code. I also understand and agree that:

- Additional information, policies and changes may be implemented from time to time by Coffeehouse Five
- The Employee Handbook is not an employment agreement nor is it a guarantee of employment.
- I am an "at will" employee, which means either I or Coffeehouse Five may terminate the employment relationship at any time, for any reason or for no reason.
- My status as an at will employee can only be changed through a written agreement duly authorized and executed by the Owner(s) of Coffeehouse Five and myself.
- There have been no statements, agreements, promises, representations or understandings made by any officer, employee or agent of Coffeehouse Five inconsistent with this Acknowledgement form.

Signature of Employee:

Printed Name of Employee:

Date:-----