



# EMPLOYEE ACKNOWLEDGMENT FORM

## ACKNOWLEDGMENT

I hereby acknowledge that I have READ AND RECEIVED a copy of the City's Employee Handbook.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Employee's Name (Printed)

\_\_\_\_\_  
Employee's Social Security # (last 4 digits only)

Please sign and return this form to Personnel. It will be placed in your personnel records.