



## ACKNOWLEDGMENT AND DISCLAIMER

The Personnel Policy Section describes important information about the Mattoon Public Library and I understand that I shall consult my supervisor or the Director regarding any questions not answered therein. I have entered into my employment relationship with the Library voluntarily and acknowledge that there is no specified length of employment. Accordingly, either I or the Library can terminate the relationship at will, with or without cause, at any time, so long as there is no violation of applicable federal or state law.

Since the information, policies, and benefits described here are necessarily subject to change, I acknowledge that revisions to the policies may occur. All such changes will be communicated through official notices, and I understand that revised information may supersede, modify, or eliminate existing policies. Furthermore, I acknowledge that this policy is neither a contract of employment nor intended to create contractual obligations. I have received a copy of this policy and understand that it is my responsibility to read and comply with this policy and any revisions made to it.

Date: \_\_\_\_\_ (signed)