S&L Dispatching — Employee Handbook & Company Rules Acknowledgment

Confidential office form | Complete legibly; do not enter sensitive personal data in public systems.

Use: Complete each applicable field, sign/date where indicated, have authorized office staff review, then file in the restricted company folder.

Employee name: _____

Role: _____

Handbook version/date received: _____

I received and had an opportunity to review the handbook: _____

I understand reporting and safety rules: _____

I understand this is not an employment contract: _____

Employee signature: _____

Date: _____

Company representative signature: _____

Date: _____

OFFICE REVIEW — Received by: _____ Date: _____ Missing items / follow-up: _____