



Notice and Consent for Electronic Signature and Electronic Employee Communications

Introduction

BANKW Staffing, LLC dba BANKW Staffing and its subsidiaries and affiliates, including Alexander Group, LLC dba Alexander Technology Group, Kroll Becker & Wing, LLC dba KBW Financial Staffing & Recruiting, The Nagler Group, LLC dba The Nagler Group, and Sales Search Partners, LLC dba Sales Search Partners, (collectively known as the “Company”) provides important information and instructions about employment, compensation and benefits-related matters to employees electronically at their Company and/or personal email addresses, and directs employees to take certain actions electronically, to the extent these functions are beneficial to our employees and permitted by law. Communicating with our employees electronically has many benefits, including environmental sustainability and stewardship; more efficient employee communications; improved data accuracy; and cost effectiveness. Please read this notice and our electronic communications carefully, and contact Human Resources if you wish to obtain any employment, compensation and benefits-related documents as a paper copy.

How do electronic communications and actions work?

The Company will send certain employment, compensation and benefits-related matters to your company and/or personal email address. It is important that you check your email often and check your “spam” or “junk” folder periodically for mis-directed messages. Although the Company intends to use electronic communications and actions whenever possible, we reserve the right to distribute communications and require that employment actions be taken in a non-electronic format, at any time and for any reason, as determined in our sole discretion.

Which communications and actions will be electronic?

Examples of important employee communications and actions are described below. In addition, the Company may apply this notice to additional documents and actions not listed below, to the extent permitted by applicable law. Not all communications and actions listed below apply to all Company employees; the documents you receive and the actions you take will depend on a number of factors including your job classification, eligibility for benefits under our plans, whether you have elected coverage under our plans, and which coverage you have elected.

Employment Notifications

From time-to-time, you may receive important notifications regarding your employment with the Company. Some examples include, but are not limited to, details regarding your employment and/or compensation; benefits, payroll notifications; updated policies and procedures; and company announcements.

Employee Benefits Offers of Coverage, Enrollment and Document Distribution

All health and welfare benefits plan documents and Notices including offers of benefits coverage and enrollment instructions, those required under the Employee Requirement Income Security Act (ERISA), any Notice a similarly situated employee would consider to be related to employee benefits, and certain employment and compensation communications, will be distributed electronically to benefits-eligible employees. A Notice is any document, disclosure, policy, procedure, form or other written material required to comply with federal, state, or a governmental safety or regulatory body and any disclosure provided by the company to comply with any of the aforementioned requirements or to communicate company or employment-specific information.

Consent to Receive Electronic Communications

By signing below, I agree to receive information electronically describing compensation, benefits and employment communications, including but not limited to, the terms and conditions of benefits coverage, coverage options, and costs of coverage under the Company Medical Plan, which will be provided to me electronically. I confirm I have the necessary equipment to view and print these materials and understand that if I cannot access these materials, I may ask for them to be printed for me by my employer, free of charge, by contacting Human Resources at 603-637-4500.

I also agree that by using an e-signature feature, I am applying my electronic signature, which is the legally binding equivalent to my handwritten signature. Whenever I execute an electronic signature, it has the same validity and meaning as my handwritten signature. I also agree that no certification authority or other third party verification is necessary to validate my e-signature.

ACKNOWLEDGEMENT – SIGNATURE REQUIRED

Employee Signature:	
Printed Name:	
Date:	