

Acknowledgement of Receipt

The information contained in this Employee Handbook is intended to outline company policies and benefits. Material in this Handbook may change and may be revised at any time without direct or immediate notice to you. You have access to the Policies and Procedures Manual. (See your human resources representative.)

This Employee Handbook does not represent an expressed or implied employment contract for any duration between you and the company. This Handbook is not contractually binding. You retain your right to terminate your employment at any time and the company retains the same right.

I have received a copy of the HCR Manor Care Employee Handbook. I agree to read it and comply with the information contained in this Handbook.

Employee's Signature

Julius L. James

Date

5/5/00

Supervisor's Signature

Date

