

## EMPLOYEE ACKNOWLEDGMENT

**Employer instructions:** Please instruct the employee to carefully read all of the State, Federal and OSHA postings included in this notebook. After the employee has read the information and asked any questions he/she might have, the employee is to fill out and sign the "Employee" section of the form and return it to you. Be sure to fill out and sign the "Employer" section.

Date: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code \_\_\_\_\_

### **Employee Section**

Employee Name (print): \_\_\_\_\_

Position: \_\_\_\_\_

The \_\_\_\_\_ (company name) has given me time to read, understand and ask questions regarding the State, Federal and OSHA Safety posting requirements.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Employer Section**

Employer/Supervisor Name (print): \_\_\_\_\_

Position: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_