

## EMPLOYEE CLIENT INFORMATION AGREEMENT

A) Client Information:

1. Employee acknowledges and agrees that all information pertaining to clients, including but not limited to names, addresses, home and work phone numbers, and service history is the sole property of the Company, and remains so after termination of employment.
2. Employee agrees to not print, copy, or reproduce in any manner, including electronically, the Company's client information data.
3. Employee understands that removal of client data from Company premises, for any reason, constitutes theft and will be dealt with as such.
4. Employee agrees to not contact, by mail, phone, or any other vehicle, clients of the Company for the purpose of soliciting their business for a period of not less than one (1) year after termination of employment with the Company.

B) Existing Clients:

1. If employee wishes to integrate information for his/her existing clients into the Company's database, he/she understands that it must be done during the first week of employment.
2. Employee and/or manager may enter existing information into Company files under management supervision. Employee must immediately remove his/her copy of client information from Company premises upon completion of integration.
3. Employee agrees that all information added to the Company client database immediately becomes Company property, and is subject to all stipulations outlined in provision 2.

This Agreement constitutes the entire agreement and may not be modified unless both parties do so in writing. The parties hereto have executed this Confidentiality and Fair Competition Agreement as of the date set forth below.

\_\_\_\_\_  
The Company

\_\_\_\_\_  
Employee

\_\_\_\_\_  
By

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title