



# The Kiser Company

Tomorrow is Today

## Non-Disclosure Agreement

«**First**» «**Last**» (hereafter referred to as *Employee*) agrees to abide by all Kiser Company (hereafter referred to as *Company*) policies and procedures including but not limited to this non-disclosure agreement. This agreement cannot be amended without written authorization of Paul Kiser.

The Employee agrees to not discuss, share (intentionally or not), photograph, record any Company action, policy, trade practice, discussion, or organizational structure with any non-employee, or employee who is not authorized to have said information. This includes any Company information or personal action by the Employee that may have a detrimental affect on external or internal public relations. Verbal, written (hard copy or digital), still or motion imaging are all restricted by this agreement. This agreement shall be in force for the length of employment and an additional two years.

Violation of this agreement shall be cause for termination and paid damages to the Company of up to the equivalent of the last 12 months of total salary compensation of the Employee or \$100,000.00, whichever is greater.

If any legal costs are incurred regarding the enforcement of this agreement the Employee agrees to take full responsibility for all costs by both the Employee and the Company.

The Employee agrees to the terms of this Non-Disclosure Agreement.

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«**First**» «**Last**»

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**DATE**