

Exhibit "B"

Terms Notice – 20__/20__

Employee Name & Demographic Information

Name: <First Name> <Middle Name> <Last Name> SSN: <SSN>

Mailing Address: <Mail Address> <Mail City>, <Mail State> <Mail Zip>

E-mail Address (required): <Email Address>

Home Phone: <Home Phone>

Work Phone: <Work Phone>

* Employee agrees to notify of change to address/phone number within ten (10) days

Terms and Conditions:

Governmental Entity: <Govt. Entity Name>

Total Employment Days: <Contract Days>

Position**: <Position>

Worksite**: <Worksite>

(**subject to change upon reasonable request by Employer)

Term Period: <Contract Period>

Number of Pay Periods: <# of Pay Periods>

First Check: <First Check>

Last Check: <Last Check>

Determination of Annual Salary: <ssp Salary>
DRP>

Determination of Daily Rate of Pay: * <ssp

Determination of Pay Per Pay Period: * <Pay Per Pay Period>

* Payments to the employee will be made bi-monthly, for the number of pay periods indicated above for balance of the Term. All additional service pay approved for employees of smartworksplus will be at the discretionary current rate of smartworksplus.

Compensated Sick/Leave & Vacation Days

Sick/Leave Days per the Term: # <Sick Days> Vacation Days per the Term: ^ <Vaca Days>

Each employee is provided discretionary sick/leave days upon the initial placement. Compensated sick/leave days will not accrue beyond the Term and are included in the number of compensated employment days. IN THE EVENT AN EMPLOYEE EXCEEDS THE INDICATED SICK DAYS, THE EMPLOYEE WILL BE COMPENSATED LESS THE DAILY RATE OF PAY PER EXCESS DAY.

^ Each 12-month employee is provided vacation days as indicated. Vacation days will not accrue beyond the Term and are included in the number of compensated employment days.

By signing below, Employee hereby acknowledges that Employee has reviewed the foregoing information and affirms that the information is true and correct to the best of Employee's knowledge.

Employee Signature: _____ Date: _____

Employer Signature: _____ Date: _____