

Dear Applicant

Thank you for your interest in ThermaSource Inc. As part of our application process you will find attached several documents for you to review, complete, sign and return. Below are directions to follow for each attachment:

- **Employment Application:** Please review and complete all requested areas as directed. Sign and date the application.
- **Addendum to the Employment Application regarding Drug Screening:** Review, date and sign.
- **Authorization for Consumer Report or Investigative Consumer Report:** Review, complete all the requested information, date and sign.
- **Voluntary Disclosure Record:** Review, date and sign at your option.
- **Receipt of “Credit Reporting Act” and “Consumer Reporting Act” documents:** Review, date and sign.

The last two (2) attached documents should be detached by you and retained for your information:

- **Summary of Your Rights Under the Fair Credit Reporting Act**
- **Summary of Your Rights Under the California Investigative Consumer Reporting Agency Act**

Please return the remaining documents to the company.

Thank you,

Human Resources
ThermaSource Inc

ThermaSource Inc
3883 Airway Drive, Suite 340
Santa Rosa, CA 95403
(707) 523-2960 FAX (707) 523-1029

EMPLOYMENT APPLICATION- All applicants will be considered for employment with ThermaSource Inc without regard to race, color, creed, religion, marital status, age, national origin, ancestry, physical or mental disability, medical condition, sexual orientation, or any other consideration made unlawful by federal, state or local laws. We are an equal opportunity employer.

Instructions for Completing the Employment Application

1. An application must be completed accurately and completely prior to an interview. Resumes will not be accepted in lieu of completed applications, but are considered to be supplemental information. **Please PRINT or TYPE all information. Listing "see resume" is an unacceptable answer.**
2. Applicants who need reasonable accommodations to ensure equal opportunity in the application process should immediately inform the person who provided this Employment Application.
3. Employment Applications will remain active for six (6) months after submission based on the date of the application, after which time they will be placed in an inactive file. To be considered for employment opportunities after the 6-month period, a new Employment Application must be completed.
4. Company policy prohibits the hiring of any person under the age of eighteen (18) years of age.
5. ThermaSource Inc is an "at will" employer, which means that either the employer or the employee may terminate the employment relationship at any time with or without notice.

_____ / ____ / ____
Applicant Signature Date of Application

Personal Data

Name _____
Last First Middle

Current Address _____
(Street & Number) City State Zip Code

Home Phone: () _____ Business Phone: () _____ Cell Phone: () _____

Email Address: _____

In an emergency notify: _____
Name Relationship List 2 phone numbers (Work/Home)

Position(s) Applied For: _____

Desired Salary: _____

General Information

How did you find out about us? Newspaper Private Employment Agency Internet
 Job Fair Friend/Relative _____ Employee _____
 Other _____

What type of employment are you applying for? Full Time Part Time Temporary Night
Please specify days and hours you are available

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

Have you ever been involuntarily terminated or forced to resign from any position?
(if yes give details) Yes No

Are you eligible to work in the U.S either by citizenship or with a United States Citizenship & Immigration Services (USCIS) authorization? Yes No

With a United States Citizenship & Immigration Services (USCIS) authorization, could you work for us on an ongoing, indefinite basis without us having to sponsor you? Yes No Not Applicable

Have you ever been convicted of a felony, or a misdemeanor involving any violent act, use or possession of a weapon or act of dishonesty? (Exclude convictions for marijuana-related misdemeanors more than two (2) years old and convictions that have been sealed, expunged or legally eradicated.):

Yes No If Yes, please briefly describe the nature of the crime(s), the date and place of conviction and the legal disposition of the case. ThermaSource Inc will not deny employment to any applicant solely because the person has been convicted of a crime. ThermaSource Inc, however, will consider the nature, date and circumstances of the offense as well as whether the offense is relevant to the duties of the position applied for.

Are you currently out on bail, the subject of a current warrant for arrest or released on your own recognizance pending trial?

Yes No If Yes, please explain.

Have you ever interviewed with, been offered employment with or worked for us before? Yes No
If Yes, enter dates here ____/____/____ - ____/____/____ ; ____/____/____ - ____/____/____

If you are hired or transferred into a position that requires the operation of a motor vehicle, we will require a DMV investigation. Do you have a valid drivers license? Yes No

Drivers License Number _____ State _____ Exp. Date of License _____

For the purpose of verifying past employment and education, please list any other names or a.k.a. that you have previously used: _____

Are you presently employed? Yes No If Yes, may we contact your current employer? Yes No

If you are applying for full time employment, can you work overtime if necessary? Yes No

Do you have any relatives employed by us? Yes No

If Yes, please list each name and department: _____

Military Service

Were you a member of the U.S Armed Forces? Yes No Branch: _____

Briefly describe your military duties: _____

Number of years of service: ____ Rank at Discharge: _____

Education

High School _____
Name Location

High School Graduate Yes No Passed High School Equivalency Test or GED? Yes No

	Name	Location	Degree/Certification
College	_____	_____	_____
Graduate School	_____	_____	_____
Trade / Business School	_____	_____	_____
Other	_____	_____	_____

Business References

(List 3 prior supervisors that we may contact for references prior to being hired.)

Name	Company	Telephone
_____	_____	_____
_____	_____	_____
_____	_____	_____

Employment History

Using a separate section for each position, describe in detail all work experience beginning with your present or most recent job. Include periods of unemployment, self-employment, military service, internships, volunteer and summer work. Indicate whether the employment was full time or part time, and if part-time state the number of hours worked per week. **Use supplemental sheets if necessary. Do NOT state "See Resume." Incomplete information may result in the disqualification of your application.**

Employer: _____ Phone #:() _____

Address _____ City _____ State _____ Zip Code _____

Position (s): _____ Supervisor's Name: _____

Starting Salary: _____ Ending Salary: _____ Dates employed: From _____ To _____

Full Time Part Time _____ Hrs worked

Reason for Leaving: _____

Description of primary responsibilities: _____

Employer: _____ Phone #:() _____

Address _____ City _____ State _____ Zip Code _____

Position (s): _____ Supervisor's Name: _____

Starting Salary: _____ Ending Salary: _____ Dates employed: From _____ To _____

Full Time Part Time _____ Hrs worked

Reason for Leaving: _____

Description of primary responsibilities: _____

Employer: _____ Phone #:() _____

Address _____ City _____ State _____ Zip Code _____

Position (s): _____ Supervisor's Name: _____

Starting Salary: _____ Ending Salary: _____ Dates employed: From _____ To _____

Full Time Part Time _____ Hrs worked

Reason for Leaving: _____

Description of primary responsibilities: _____

Employer: _____ Phone #:() _____

Address _____ City _____ State _____ Zip Code _____

Position (s): _____ Supervisor's Name: _____

Starting Salary: _____ Ending Salary: _____ Dates employed: From _____ To _____

Full Time Part Time _____ Hrs worked

Reason for Leaving: _____

Description of primary responsibilities: _____

Applicant's Statement

I understand that this application and any attachments are the property of ThermaSource Inc. I certify that the statements and answers made by me in this application are true, complete and correct to the best of my knowledge and are made in good faith.

I hereby grant ThermaSource Inc permission to verify such statements and answers, and I understand that any false statement or omission on this application may be considered as sufficient cause for rejection of the application, or for dismissal if such false statement or omission is discovered subsequent to my employment. I authorize any of the persons or organizations referenced in this application to verify the information set forth herein, and I release all such parties and from all liability for any damage that may result from furnishing such information.

I understand that an offer of employment is dependent upon my satisfactorily passing a post offer pre-employment physical examination, including drug and alcohol screening, that may be prescribed by ThermaSource Inc.

Any offer of employment is based upon my agreement to abide by the rules and regulations of ThermaSource Inc. I acknowledge that such rules and regulations may be changed, interpreted, withdrawn or added to at the sole discretion of ThermaSource Inc at any time without prior notice to me.

I further acknowledge that if I am offered and accept employment with ThermaSource Inc, my employment may be terminated at will. This means that either ThermaSource Inc or I may terminate the employment relationship at any time for any reason or for no particular reason or cause. It also means that ThermaSource Inc reserves the right to determine and change at any time my job duties, title, level and responsibilities, reporting relationships, compensation and benefits, as well as its company and employee related policies and procedures, for any reason or no particular reason or cause.

I also agree that any offer of employment, if such is made, may be withdrawn, with or without cause, and with or without prior notice, at any time.

I understand that any offer of employment by ThermaSource Inc is employment "at-will" and that the company may terminate my employment, if offered, at any time, with or without cause. I understand that I may also terminate my employment, if hired, at any time.

No representative of ThermaSource Inc, other than the Chief Executive Officer, has the authority to enter into any oral or written agreement for employment for any specified period of time, or to make any representation regarding any benefits or terms and conditions of employment, or make any agreement contrary to the company policy of employment "at will." I further understand that any such agreement must be in writing and signed by the Chief Executive Officer of ThermaSource Inc. Finally, I understand and agree that this constitutes the entire agreement between ThermaSource Inc and me with regard to this subject.

Signature of Applicant

Date

ADDENDUM TO THE EMPLOYMENT APPLICATION

NOTICE TO APPLICANTS

A POST OFFER PREEMPLOYMENT PHYSICAL EXAMINATION and DRUG AND ALCOHOL SCREENING IS REQUIRED OF ALL JOB APPLICANTS

ThermaSource Inc has a vital interest in maintaining safe, healthful and efficient working conditions for its employees. Using or being under the influence of drugs or alcohol on the job may pose serious safety and health risks not only for the user, but also to the public and all those who work with the user. The possession, manufacture, use or sale of an illegal drug or controlled substance may also pose unacceptable risks to safe, healthful and efficient operations.

To meet this compelling interest, individuals who wish to be considered for employment must agree to **SUBMIT TO A POST OFFER PRE-EMPLOYMENT PHYSICAL EXAMINATION and DRUG AND ALCOHOL SCREENING AND SEARCHES DURING EMPLOYMENT. SCREENING AND SEARCHES DURING EMPLOYMENT MAY BE CONDUCTED ON A RANDOM BASIS; BASED ON REASONABLE CAUSE AND/OR BASED ON REASONABLE SUSPICION.**

By completing and signing this Notice and the attached Employment Application, the applicant understands and agrees to submit to a drug and alcohol screen as part of his/her pre-employment medical examination, and agrees to drug and alcohol screening during the course of employment as provided for in the ThermaSource Inc Drug and Alcohol Policy. ThermaSource Inc. will only be informed whether the applicant is recommended for employment, based on all aspects of the medical examination, including the drug and alcohol screening.

The applicant further understands and agrees to release the Company and its directors, officers, agents, employees, parents, partners, subsidiaries and affiliated concerns from any and all liability, claims, demands, damages and cause of action of every kind and nature arising out of or resulting from or in connection with submitting to drug and alcohol screening or searches and any decisions concerning employment recommendations made by the testing Laboratory in whole or in part, based upon the results of drug and alcohol screening.

ANY APPLICANT WHO IS UNWILLING TO AGREE TO THESE CONDITIONS SHOULD NOT APPLY FOR EMPLOYMENT WITH THERMASOURCE INC. Refusal of an applicant to agree to drug and alcohol screening or searches at this time does not preclude an applicant from applying for employment with ThermaSource Inc at some future date. Additionally, a positive test result does not preclude an applicant from reapplying after six months from the date of the test.

Name: _____
(Please Print Name)

Date: _____

Signature: _____

RECEIPT OF

“SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT”

“SUMMARY OF YOUR RIGHTS UNDER THE CALIFORNIA INVESTIGATIVE CONSUMER REPORTING ACT”

With my signature below I acknowledge I have received a copy of both the “Summary of Your Rights Under the Fair Credit Reporting Act” and the “Summary of Your Rights Under the California Investigative Consumer Reporting Act.”

These summary copies were provided in conjunction with my signing an “Authorization for Consumer Report or Investigative Consumer Report” form authorizing ThermaSource Inc to conduct background inquires about me relevant to my employment.

Print Name

Signature

Date

ThermaSource Voluntary Employee Disclosure Record

ThermaSource is subject to certain federal governmental recordkeeping and reporting requirements as they relate to Equal Opportunity Employment and Affirmative Action. In order to comply with these laws, we are required to invite employees to self-identify their race or ethnicity. Submission of this information is voluntary and refusal to provide it will not subject you to any adverse treatment.

The information obtained will be kept confidential and may only be used in accordance with the provisions of applicable laws, executive orders, and regulations, including those that require the information to be summarized and reported to the federal government for civil rights enforcement. Each year in September, we must report this information. To do so, we need your assistance. When reported, this data will not identify any specific individual.

Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female
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For purposes of this Disclosure Record, race and ethnic designations as used by the Equal Employment Opportunity Commission do not denote scientific definitions of anthropological origins. Definitions of the race and ethnicity categories are listed below. **Please read the definitions below:**

- Hispanic or Latino** - A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.
- White (Not Hispanic or Latino)** - A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- Black or African American (Not Hispanic or Latino)** - A person having origins in any of the black racial groups of Africa.
- Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino)** - A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- Asian (Not Hispanic or Latino)** - A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- American Indian or Alaska Native (Not Hispanic or Latino)** - A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.
- Two or More Races (Not Hispanic or Latino)** - All persons who identify with more than one of the above five races.

Please check the appropriate box or boxes above as the definitions apply to your personal ethnicity.

Below please print your name, date the form and add your signature. Return the form to Human Resources.

Employee Signature

Print Name

Date

SUMMARY OF YOUR RIGHTS UNDER THE FAIR CREDIT REPORTING ACT

The federal Fair Credit Reporting Act (FCRA) promotes the accuracy, fairness and privacy of information in the files of consumer reporting agencies. There are many types of consumer reporting agencies, including credit bureaus and specialty agencies (such as agencies that sell information about check writing histories, medical records and rental history records). Here is a summary of your major rights under the FCRA. For more information about additional rights, go to www.ftc.gov/credit or write to: Consumer Response Center, Room 130-A, Federal Trade Commission, 600 Pennsylvania Ave., N.W., Washington, D.C. 20580.

- **You must be told if information in your file has been used against you.** Anyone who uses a credit report or another type of consumer report to deny your application for credit, insurance, or employment — or to take another adverse action against you — must tell you, and must give you the name, address, and phone number of the agency that provided the information.
- **You have the right to know what is in your file.** You may request and obtain all the information about you in the files of a consumer reporting agency (your “file disclosure”). You will be required to provide proper identification, which may include your Social Security number. In many cases, the disclosure will be free. You are entitled to a free file disclosure if:
 - a person has taken adverse action against you because of information in your credit report;
 - you are the victim of identity theft and place a fraud alert in your file;
 - your file contains inaccurate information as a result of fraud;
 - you are on public assistance;
 - you are unemployed but expect to apply for employment within 60 days.

In addition, by September 2005 all consumers will be entitled to one free disclosure every 12 months upon request from each nationwide credit bureau and from nationwide specialty consumer reporting agencies. See www.ftc.gov/credit for additional information.

- **You have the right to ask for a credit score.** Credit scores are numerical summaries of your credit-worthiness based on information from credit bureaus. You may request a credit score from consumer reporting agencies that create scores or distribute scores used in residential real property loans, but you will have to pay for it. In some mortgage transactions, you will receive credit score information for free from the mortgage lender.
- **You have the right to dispute incomplete or inaccurate information.** If you identify information in your file that is incomplete or inaccurate, and report it to the

consumer reporting agency, the agency must investigate unless your dispute is frivolous. See www.ftc.gov/credit for an explanation of dispute procedures.

- **Consumer reporting agencies must correct or delete inaccurate, incomplete or unverifiable information.** Inaccurate, incomplete or unverifiable information must be removed or corrected, usually within 30 days. However, a consumer reporting agency may continue to report information it has verified as accurate.
- **Consumer reporting agencies may not report outdated negative information.** In most cases, a consumer reporting agency may not report negative information that is more than seven years old, or bankruptcies that are more than 10 years old.
- **Access to your file is limited.** A consumer reporting agency may provide information about you only to people with a valid need — usually to consider an application with a creditor, insurer, employer, landlord, or other business. The FCRA specifies those with a valid need for access.
- **You must give your consent for reports to be provided to employers.** A consumer reporting agency may not give out information about you to your employer, or a potential employer, without your written consent given to the employer. Written consent generally is not required in the trucking industry. For more information, go to www.ftc.gov/credit.
- **You may limit “prescreened” offers of credit and insurance you get based on information in your credit report.** Unsolicited “prescreened” offers for credit and insurance must include a toll-free phone number you can call if you choose to remove your name and address from the lists these offers are based on. You may opt-out with the nationwide credit bureaus at 1-888-5-OPTOUT (1-888-567-8688).
- **You may seek damages from violators.** If a consumer reporting agency, or, in some cases, a user of consumer reports or a furnisher of information to a consumer reporting agency violates the FCRA, you may be able to sue in state or federal court.
- **Identity theft victims and active duty military personnel have additional rights.** For more information, visit www.ftc.gov/credit.

States may enforce the FCRA, and many states have their own consumer reporting laws. In some cases, you may have more rights under state law. For more information, contact your state or local consumer protection agency or your state Attorney General. Federal enforcers are:

TYPE OF BUSINESS:	CONTACT:
Consumer reporting agencies, creditors and others not listed below	Federal Trade Commission Consumer Response Cntr - FCRA Washington, DC 20580 877-382-4357
National banks, federal branches/agencies of foreign banks (word “National” or initials “N.A.” appear in or after bank’s name)	Office of the Comptroller of the Currency Compliance Management, Mail Stop 6-6 Washington, DC 20219 800-613-6743

TYPE OF BUSINESS:	CONTACT:
Federal Reserve System member banks (except national banks, and federal branches/agencies of foreign banks)	Federal Reserve Board Division of Consumer & Community Affairs Washington, DC 20551 202-452-3693
Savings associations and federally chartered savings banks (word "Federal" or initials "F.S.B." appear in federal institution's name)	Office of Thrift Supervision Consumer Complaints Washington, DC 20551 800-842-6929
Federal credit unions (words "Federal Credit Union" appear in institution's name)	National Credit Union Administration 1775 Duke Street Alexandria, VA 22314 703-519-4600
State-chartered banks that are not members of the Federal Reserve System	Federal Deposit Insurance Corporation Consumer Response Center 2345 Grand Avenue, Suite 100 Kansas City, MO 64108-2638 877-275-3342
Air, surface, or rail common carriers regulated by former Civil Aeronautics Board or Interstate Commerce Commission	Department of Transportation Office of Financial Management Washington, DC 20590 202-366-1306
Activities subject to the Packers and Stockyards Act, 1921	Department of Agriculture Office of Deputy Administrator - GIPSA Washington, DC 20250 202-720-7051

Summary of Your Rights Under the California Investigative Consumer Reporting Agencies Act

You have the following rights under the California Investigative Consumer Reporting Agencies Act in connection with inspecting an investigative consumer report maintained on you by the Consumer Reporting Agency ("CRA"):

- At your request and upon presenting proper identification, the CRA must allow you, during normal business hours and upon reasonable notice, to visually inspect all files maintained regarding you (except that sources of information, other than public records and records from data bases available for sale, acquired solely for use in preparing an investigative consumer report and actually used for no other purpose, need not be disclosed except under discovery procedures in any civil action brought under the Investigative Consumer Reporting Agencies Act, Civil Code section 1786 *et seq.*).

- The CRA must disclose to you the recipients of any Investigative Consumer Report furnished for employment or any other purposes within the three-year period preceding the request.

- Files maintained on you shall be available for your inspection as follows:
 1. You may inspect your file(s) in person if you appear and furnish proper identification. Proper identification includes documents such as a valid driver's license, Social Security account number, military identification card and credit cards. A copy of your file(s) shall also be available to you for a fee not to exceed the actual costs of duplication services provided.

 2. You may obtain a copy of your file by certified mail if you make a written request with proper identification for copies to be sent to a specified addressee. A CRA complying with a request for a certified mailing is not liable for disclosure to third parties caused by mishandling of mail after the mailing leaves the CRA.

 3. A summary of all information contained in your files that you have a right to receive shall be provided by telephone, if you have made a written request, with proper identification for telephone disclosure, and the toll charge, if any, for the telephone call is prepaid by or charged directly to you.

 4. The CRA must provide trained personnel to explain to you any information that you have a right to receive.

 5. The CRA must provide a written explanation of any coded information contained in the file(s) maintained on you. This written explanation must be distributed whenever a file is provided to you for visual inspection, as discussed above.

 6. You have a right to be accompanied by one other person of your choosing, who shall furnish reasonable identification, when inspecting your file. A CRA may require you to furnish a written statement granting permission to the CRA to discuss your file in another person's presence.