

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: _____