

Aug 2023

# Acrobat

outsourcing  
Your Hospitality Staffing Professionals

Name: Lauren Webb

Taborca ID: 46298

Date of Hire: 04/24/18

Date of Re-Act: 1/28/2020

## New employee set up

- ☐ E-verify
- ☐ Hire Right EE
- ☐ Hire Right Internal (upload any list A docs)
- ☐ Direct Deposit (Scan to Payroll) and/or Global Cash Card – complete the form & have EE sign
- ☐ Notice to Employee Completed
- ☐ Added to Orientation Time Sheet
- ☐ Attended New Hire Orientation
- ☐ Background Check (Asurint)
- ☐ New Hire List (All fields)
- ☐ Check Taborca Profile (All fields)
- ☐ Upload Resume and Skills Tests (one doc)
- ☐ Upload Food Handler's Card

## Re Act employee set up (See Re Act Process for more detail)

- ☒ File and I9 pulled (new one created/done in Hire Right if old ones are gone)
- ☒ Re Act onboarding if initially hired before 1/1/16
- ☒ Check W4
- ☒ Check all demographic info and availability
- ☒ Check for skills tests, app, FHC, and resume (get new app, new resume if hired more than 1 year ago)
- ☒ Complete Notice to Employee with updated pay if necessary
- ☒ Verify pay option and take steps to Re Act any old pay options still current
- ☒ Run new BGC if more than 1 year since last shift worked
- ☒ New orientation/place on time sheet if it's been over a year since last shift
- ☒ New Hire List (all fields)
- ☒ Delete employee from the INA/TER spreadsheet if they are on it



THE  
OFFICE OF THE  
ATTORNEY GENERAL  
STATE OF NEW YORK

IN SENATE,  
January 10, 1907.

REPORT  
OF THE  
COMMISSIONER OF THE LAND OFFICE  
FOR THE YEAR 1906.

ALBANY:

JOHN P. KANE, COMMISSIONER OF THE LAND OFFICE,  
ALBANY, N. Y.  
JANUARY 10, 1907.  
REPORT  
OF THE  
COMMISSIONER OF THE LAND OFFICE  
FOR THE YEAR 1906.  
ALBANY: JOHN P. KANE, COMMISSIONER OF THE LAND OFFICE,  
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JANUARY 10, 1907.

## Employment Application

816-501-9067

Acrobat Outsourcing is an equal opportunity employer dedicated to non-discrimination in all employment practices. Acrobat Outsourcing selects the best qualified individual for the job based on job-related qualifications regardless of race, age (40+), color, religion, gender, national origin, ancestry, marital status, sexual orientation, disability or any other status protected by applicable law.

### PLEASE PRINT

Full Name LASON IRIA WEBB Date: APRIL 20, 2018  
 Home Telephone (707) 416-9558 Other Telephone (      )       
 Present Address 3561 HOMESTEAD ROAD  
 Permanent Address, if different from present address:       
 Email Address LASON@COMCAST.NET

### EMPLOYMENT DESIRED

Position applying for: DISH/UTILITY Salary desired:       
 Are you currently registered with any staffing and/or employment agencies? If so, please list  
NO

Are you applying for: Full-time work? Yes ☒ No ☐ Part-time work? Yes ☐ No ☐  
 Temporary work, e.g., summer or holiday work? Yes ☐ No ☐ From:      To:       
 How did you find out about our open position? (Please check fill in proper name of source):  
 Referral ☐ Name of Referral      Newspaper ☐ Job Fair ☐ Agency ☐ Company Website ☐  
 Other Web Posting ☐ Other Source ☐  
 Could you work overtime, if necessary? Yes ☐ No ☒ If hired, on what date could you start working?     

*Please keep in mind that schedules and shifts may vary depending on position and season. Additionally, the hours may vary from week to week, depending on the company needs. Please list only the times/days you're available to work below.*

SPECIFY HOURS AVAILABLE DAILY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
AM	<del>    </del>	8:00	8:00	8:00	8:00	8:00	<del>    </del>
PM	<del>    </del>	5:00	5:00	5:00	5:00	5:00	<del>    </del>

Do you have any vacations or extended leaves planned in the next 12 months? If so, please list dates:     

### PERSONAL INFORMATION

Have you ever applied to or worked for Acrobat Outsourcing before? Yes ☐ No ☒ If yes, when?       
 Do you have friends or relatives working for Acrobat Outsourcing? Yes ☐ No ☒ If yes, please state name and relationship       
 If hired, would you have a reliable means of transportation to and from work? Yes ☒ No ☐  
 If hired, can you present evidence of your legal right to live and work in this country? Yes ☒ No ☐  
 State age if you are under 18     . If you are under 18, hire is subject to verification that you are of minimum legal age to work.  
 Are you able to perform the essential functions of the job for which you are applying? Yes ☒ No ☐

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If no, describe the functions that cannot be performed. (Note: We comply with the ADA and consider reasonable accommodation measures that may be necessary for eligible applicants/employees to perform essential functions.) \_\_\_\_\_

Pursuant to the San Francisco Fair Chance Ordinance, we will consider for employment qualified applicants with arrest and conviction records.

## EDUCATION & SKILLS

NAME OF SCHOOL	CITY & STATE	GRADE OR DEGREE COMPLETED	DID YOU GRADUATE?
UNIVERSITY OF PHOENIX	FAIRFIELD, CA	B.S.	YES
Do you have any special licenses, certificates or special training? If so please list under "Special".			
		YES	NO
Are you computer literate? If so, list software knowledge under "Special."		YES	NO
Are you proficient with Point of Sales Systems? If, so please list which ones under "Special."		YES	NO
Do you have any other experience, training, qualifications or special skills, which you feel make you especially suited for work at Acrobat Outsourcing? If so, please list under "Special."		YES	NO
Special:			

## EMPLOYMENT HISTORY

List below all present and past employment starting with your most recent employer (last 10 years is sufficient). Account for unemployment periods of three months or more.

Are you currently employed? Yes \_\_\_ No ☒ If so, may we contact your current employer? Yes \_\_\_ No \_\_\_

Name and Address of Employer X-GROUP STAFFING @ GOOGLE

Type of Business SEARCH Telephone No. ( ) Supervisor's Name ALYSSIA CHAN

Your Position and Duties FIELD OPERATIONS ASSOCIATE  
ASSISTED WITH DATA COLLECTION USING PROPRIETARY SOFTWARE

Dates of Employment: From 2017 To 2017 Weekly Pay: Starting \$22/HR Ending \$22/HR

Reason for Leaving: PROJECT ENDED

Name and Address of Employer \_\_\_\_\_

Type of Business \_\_\_\_\_ Telephone No. \_\_\_\_\_ Supervisor's Name \_\_\_\_\_

Your Position and Duties SEE RESUME

Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_ Weekly Pay: Starting \_\_\_\_\_ Ending \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Name and Address of Employer \_\_\_\_\_

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Type of Business \_\_\_\_\_ Telephone No. (\_\_\_\_) \_\_\_\_\_ Supervisor's Name \_\_\_\_\_  
Your Position and Duties \_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_ Weekly Pay: Starting \_\_\_\_\_ Ending \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Name and Address of Employer \_\_\_\_\_

Type of Business \_\_\_\_\_ Telephone No. (\_\_\_\_) \_\_\_\_\_ Supervisor's Name \_\_\_\_\_  
Your Position and Duties \_\_\_\_\_

Dates of Employment: From \_\_\_\_\_ To \_\_\_\_\_ Weekly Pay: Starting \_\_\_\_\_ Ending \_\_\_\_\_

Reason for Leaving: \_\_\_\_\_

Have you ever been fired from any previous place of employment? If so, please explain: \_\_\_\_\_

## MILITARY SERVICE

Have you obtained any special skills or abilities as the result of service in the military? Yes ☒ No ☐  
If so, describe: US NAVY - COMMUNICATIONS - 12 YEAR

## JOB RELATED REFERENCES

List below three persons not related to you who have knowledge of your work performance within the last three years.

Name: ROTHAND ERICKSON Telephone No. (530) 905-3287

Address 4919 WHOO YA PLACE, MONTAGUE, CALIFORNIA 95765

Occupation: IT ADMIN Relationship: KOREAN SISTER Number of Years Acquainted: 20

Name: SAM MABANAB Telephone No. (707) 301-6447

Address 1550 WEBSTER STE. A, FAIRFIELD, CA 94533

Occupation: PASTOR Relationship: FRIEND Number of Years Acquainted: 12

Name: AL NELSON Telephone No. (563) 355-0254

Address 251 EAST IOWA STREET

Occupation: IT ADMIN Relationship: FRIEND Number of Years Acquainted: 12

**Please Read Carefully, Initial Each Paragraph and Sign Below**

I hereby certify that I have not knowingly withheld any information that might adversely affect my chances for employment and that the answers given by me are true and correct to the best of my knowledge. I further certify that I, the undersigned applicant, have personally completed this application. I understand that any omission or misstatement of material facts on this application or on any document used to secure employment shall be grounds for rejection of this application or for immediate discharge if I am employed, regardless of the time elapsed before discovery.

I hereby authorize Acrobat Outsourcing to thoroughly investigate my references, work record, education and other matters related to my suitability for employment and, further, authorize the references I have listed to disclose to the company any and all letters, reports and other information related to my work records, without giving me prior notice of such disclosure. In addition, I hereby release the company, my former employers and all other persons, corporations, partnerships and associations from any and all claims, demands or liabilities arising out of or in any way related to such investigation or disclosure.

I hereby authorize Acrobat Outsourcing and its authorized representatives to solicit information regarding my background, which may include but not be limited to, information about my employment, education, and/or criminal history, which may be in the files of any federal, state, or local criminal justice and law enforcement agency and general public records history.

I understand that if selected for hire, it will be necessary for me to provide satisfactory evidence of my identity and legal authority to work in the United States, and that federal immigration laws require me to complete an I-9 form in this regard within three days of my hire date.

Acrobat Outsourcing is an at-will employer. I understand that nothing contained in the application, or conveyed during any interview, which may be granted or during my employment, if hired, is intended to create an employment contract between me and the company. In addition, I understand and agree that if I am employed, my employment is for no definite or determinable period and may be terminated at any time, with or without prior notice, with or without cause, at the option of either myself or the company, and that no promises or representations contrary to the foregoing are binding on the company unless made in writing and signed by me and the company's designated representative.

I hereby acknowledge that I have read and understand the above statements.

**Applicant's Signature**

**Date**

24 APRIL 2018

## **Lajon Webb**

3561 Homestead Road #234  
Santa Clara, California 95051-5161  
707.416.8558

Email: [lajon@comcast.net](mailto:lajon@comcast.net) | LinkedIn: [Lajon.Webb](#)

### **Professional Profile**

Over 15 yrs. in the I.T. field with experience in applications, management, customer service and technical support. Consistently recognized and promoted throughout career for performance and service. Strong creative and innovative thinking skills and proven experience in software engineering coupled with analytical abilities. Proactive team member with experience programming, Java Technologies, and web frameworks. Top Secret Clearance.

### **Qualifications Summary**

Experience in leading and training teams up to 20 resulting in enhanced performance  
Execute software and hardware support for end-users of real-time streaming financial data  
Effectuated proper safety procedures for performing maintenance on equipment  
Consistent in completing projects on schedule and below budget  
Instrumental player in ASCOMM Moffett Field's selection as "Platinum Link" award winner  
Developing and supporting IT projects /solutions with applications and technologies  
Proven ability to learn new technologies quickly and to build and train teams  
Team member of AppleCare Technical Support: "We're' #1" – Consumer Reports  
Awarded "Golden Membership Achievement Award" for 1,000 personal sales  
Achieved 100% customer satisfaction in three positions during career  
2015 Year-End Top Performer with 823 venues surveyed for the Corporate Google Mountain View campus,  
Place Sense Department with Adecco@Google (Project to improve Google Maps)

### **Skills Summary**

Account Executive  
Technical Support & Leadership  
Staff Management  
Customer service  
Team Building & Training  
Help desk Support  
Software Engineering and Design  
Database Design  
Algorithms and Logic for Computer Programming  
System Architecture and System Solutions to Business  
Application Optimization & Problem Solving





## **Employment**

### **Field Operations Associate**

**X GROUP@GOOGLE**

2017 - 2017

Mountain View, California

Assisted with data collection using proprietary software.

Identified recurring problems and worked with program managers and engineering teams.

Executed and made quick course corrections when necessary.

Responsible for testing and deploying that which will help shape the future development of Virtual Reality (VR) and Augmented Reality (AR) with Tango, using motion tracking, area learning, and depth perception.

### **Driver/Operator**

**INSIGHT GLOBAL@APPLE**

2017-2017

San Jose, California

Acted as Driver/Operator (Navigator) operating Apple Maps vehicles around the world to collect data which was used to improve Apple Maps.

### **Field Operations Associate**

**SPECTRAFORCE TECHNOLOGIES INC. @ FACEBOOK**

2016 - 2017

Menlo Park, California

Followed a pre-set itinerary each day (utilizing public transportation and/or walking, marked in the Moves app (public) any corrections between what the app thought the user did w/s where they were asked to go.

### **Field Operations Associate**

**ADECCO @ GOOGLE**

2015 - 2016

Mountain View, California

Performed field data collections and information gathering/sorting, traveling on assignment for Google.

Underwent a training process pertaining to data collection techniques and the use of proprietary software.

Worked and traveled autonomously or with a team of 1-2 people to regional locations on deadline-driven assignments.

Briefed site managers on operations and requirements in order to facilitate accuracy, security, and timeliness during ongoing operations.

Partnered with engineers using proprietary computer applications for data capture and extraction with exceptional quality and accuracy.

### **Network Administrator**

2002 - 2015



## **Information System Technician/ Communications Systems Manager**

### **UNITED STATES NAVY**

Installed applications and peripherals, troubleshoot user problems, and provided assistance with the use of computer hardware and software including printers, word-processors, electronic mail systems, and operating systems

Conducted system backups and restores and utilized knowledge of database management systems to maintain, administer, test, and implement databases

Maintenance and repair of Command, Control, Communications, Computer, and Intelligence systems.

Designing, installing, operating and maintaining state-of-the-art information systems technology including local and wide area networks, mainframe, mini and microcomputer systems and associated peripheral devices.

Writing programs to handle the collection, manipulation and distribution of data for a wide variety of applications and requirements.

Operating and coordinating telecommunications systems including automated networks and the full spectrum of data links and circuits.

Applying diagnostic, corrective and recovery techniques to all facets of the integrated information systems

Providing telecommunications and computer-related training and assistance to a wide variety of personnel.

## **Education**

**BSIT – Bachelors of Science in Information Technology**  
UNIVERSITY OF PHOENIX

2014  
Fairfield, California

**Associate of Applied Science - Multimedia Communications & Presentations**  
MASTERS INSTITUTE

1994  
San Jose, California

## **Certifications & Training**

Borland International Customer Service Information Training

The Data Scientist's Toolbox -Coursera

**Accredited Configuration Engineer (ACE) Exam - PAN-OS 7.0 Version**

**Currently Testing for Comptia A+, Network+, Microsoft Certified Solutions Associate**



**MAUREEN H. PARKE, LEGAL DOCUMENT ASSISTANT**

Fairfield, California

Support of all related networking systems for the company, LAN/WAN, switching, routing, firewalls, Internet services, and the implementation of new technologies.

Management of network infrastructure, including firewalls, routers & switches, storage, backup, and archiving.

Project management and managing staff in support of legal applications.

Instruct users on how to solve problems and suggest steps for prevention of future problems.

Document, track, and monitor problems to ensure timely resolutions of IT matters.

Develop, execute, and implement strategic infrastructure including hardware/software, operational policies and procedures, and networks.

Primary management of system configuration, design, and architecture.

**Computer Technician**

1999 – 2004

**APPLE COMPUTER INC.**

Elk Grove, California

Provided call center technical support for an over 10,000 employee organization.

Primary technical contact for all Remote access dialup, VPN, Wi-Fi, Network and Email issues

Responsibilities included training new Advisors, joining my team and others by being a mentor.

Took phone calls to resolve customer issues, kept up on all training for new products both hardware and software, and shared best practices with others.

Primary focuses were to identify the best possible solutions for customer's issues by using all available resources such as experienced, tenured peers, Team Managers and Engineering.





Your Hospitality Staffing Professionals

## Attendance Policy

The cost of absenteeism and lateness is difficult to estimate, no one can calculate the cost of the burden this puts on others who have to do the absent person's work. Most people will be late or sick at one time or another. But when short-term absences become more frequent, they might signal personal, medical, or job-related problems.

It is your responsibility to notify your supervisor at least 24 hours prior to your shift of any anticipated tardiness or absence. **All tardiness or absences should be reported to the Emergency Line at 800.236.2276 x2207.** You should provide the general reason for your absence, and understand that excessive absences and lateness will lead to disciplinary action.

Below is a breakdown of how infractions will be measured. Any employee who accumulates more than three points in a 90-day period can result in termination of employment.

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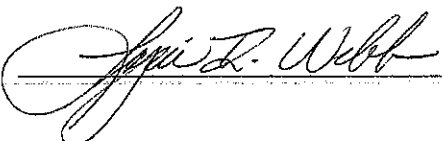
**Tardy** – Anybody not signed/clocked in by their start time. 1 Point

**Call Off** – Needing to be taken off a shift after schedules are sent out. It is your responsibility to request any desired time off in advance. 1 Point

**LM Call-Out** – Failing to provide Acrobat with 24-hour notice before missing a shift. 1 Points

**No Call No Show** – Failing to provide Acrobat with any notice before missing a shift. 3 Points

Name: LASON WEBB Date: 24 APRIL 2018

Signature: 







100 Hamilton Ave. | Suite 300 | Palo Alto, CA | 650.815.0200

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Hello,

As part of the Palantir Team, we would like you to have many of the same conveniences as our full time employees. This includes having access to our buildings, and technology and electronic communications systems.

In order to streamline your access we will need you to sign the following attached documents:

- Personal Information and Emergency Contact Form
- Non-Disclosure Agreement
- PIIA (Proprietary Information and Inventions Agreement) Form
- Electronic Communication and Devices Privacy Policy
- Visitor Liability Release
- We will also need a copy of your driver's license and social security card to confirm work authorization

Due to the sensitive nature of our work, we request that you follow certain guidelines while you are in the work space. Although we all enjoy a good bit of fun, maintaining a certain level of professionalism is expected. Please be discreet about things you may see or hear in and around the office. You will be trusted with access to our networks and electronic resources and we expect that you will use them appropriately.

If you have any questions, please contact People Operations at [paperwork@palantir.com](mailto:paperwork@palantir.com).

Sincerely,

People Operations



For your safety and well-being, we are collecting your personal contact information. This information will be used to provide notification to your personal contacts ONLY in the event of an emergency.

Thank you!

Contracting Agency Info	
Name of Company/Employer	Acrobat Outsourcing
Name of Contact at Agency	Alaura Cheung
Sponsor/Palantir Contact	Gustavo / Jesus

Personal Contact Information	
Your Name	LAVON Webb
Phone	707-416-8558
Phone - SMS capable? Y/N	Yes
Your Email Address	lavon@comcast.net
Street Address	3561 Homestead Road
City	Santa Clara
State/Province	CA
Zip/Postal Code	95051
Country	USA

Emergency Contact Information	
Emergency Contact Name	Ora Webb
Phone	247-847-5669
Phone - SMS capable? Y/N	Yes
Email Address	
Street Address	<del>300</del> 3901 Conshohocken Ave. F-23
City	Philadelphia
State/Province	PA
Zip/Postal Code	19131-5491
Country	USA

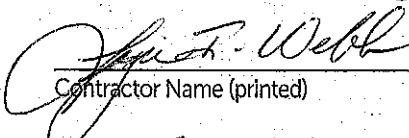


## Non-Disclosure of Trade Secrets

In consideration of my being engaged as a contractor by Palantir Technologies, I the undersigned hereby agree and acknowledge the following:

1. That during my contracting engagement there may be disclosed to me certain trade secrets consisting of:
  - a) Technical information: methods, processes, formulae, compositions, systems, techniques, inventions, machines, computer programs and research projects.
  - b) Business information: customer lists, pricing data, sources of supply, and marketing, production, or merchandising systems or plans.
2. I agree that during and after the termination of my contracting engagement, I shall not use for myself or others, or disclose or divulge to others any trade secrets, confidential information, or any other data of the Company in violation of this agreement
3. Upon terminating my contracting engagement with the Company:
  - a) I shall return to the Company all documents and property pertaining to the Company, including but not limited to: drawings, blueprints, records, reports, manuals, correspondence, customer lists, computer programs, inventions, and all other materials and all copies thereof relating in any way to the Company's business and in any way obtained by me during my contracting engagement I further agree that I shall not retain any copies or reproductions of the foregoing.
  - b) The Company may notify any future or prospective employer of this agreement.
  - c) This agreement shall be binding upon me and my personal representatives and successors in interest, and shall inure to the benefit of the Company, its successors and assigns.
  - d) The enforceability of any one provision to this agreement shall not impair or affect any other terms of this agreement.
  - e) In the event of any breach of this agreement, the Company shall have full rights to injunctive relief, in addition to any other existing rights, without requirement of posting bond, if permitted by law.

LASON I WEBB

  
Contractor Name (printed)

  
Contractor Signature

24 APR 2018

Date

\_\_\_\_\_  
Palantir Security Officer

\_\_\_\_\_  
Date

## PROPRIETARY INFORMATION AND INVENTIONS AGREEMENT

The following confirms and memorializes an agreement (this "Agreement") that Palantir Technologies Inc., a Delaware corporation (the "Company"), and LIAJOOI. WEBB have had since the commencement of my contracting engagement with the Company in any capacity (the "Effective Date") and that is and has been a material part of the consideration for my contracting engagement by Company:

1. I have not entered into, and I agree I will not enter into, any agreement either written or oral in conflict with this Agreement or my contracting engagement with Company. I will not violate any agreement with or rights of any third party or, except as expressly authorized by Company in writing hereafter, use or disclose my own or any third party's confidential information or intellectual property when acting within the scope of my contracting engagement or otherwise on behalf of Company. Further, I have not retained anything containing any confidential information of a prior employer or other third party, whether or not created by me.

2. Company shall own all right, title and interest (including patent rights, copyrights, trade secret rights, mask work rights, *sui generis* database rights and all other intellectual and industrial property rights of any sort throughout the world) relating to any and all inventions (whether or not patentable), works of authorship, mask works, designs, know-how, ideas and information made or conceived or reduced to practice, in whole or in part, by me during the term of my contracting engagement with Company, to the fullest extent allowed by applicable law (collectively "Inventions"). I will promptly disclose all Inventions to Company and, to the extent allowed by applicable law, I will also disclose anything I believe is excluded so the Company can make an independent assessment. I hereby make all assignments necessary to accomplish the foregoing. I shall further assist Company, at Company's expense, to further evidence, record and perfect such assignments, and to perfect, obtain, maintain, enforce, and defend any rights specified to be so owned or assigned. I hereby irrevocably designate and appoint Company as my agent and attorney-in-fact, coupled with an interest and with full power of substitution, to act for and in my behalf to execute and file any document and to do all other lawfully permitted acts to further the purposes of the foregoing with the same legal force and effect as if executed by me. If I wish to clarify that something created by me prior to my contracting engagement that relates to Company's actual or proposed business is not within the scope of the foregoing assignment, I have listed it on Appendix A in a manner that does not violate any third party rights. Without limiting Section 1 or Company's other rights and remedies, if, when acting within the scope of my contracting engagement or otherwise on behalf of Company, I use or (except pursuant to this Section 2) disclose my own or any third party's confidential information or intellectual property (or if any Invention cannot be fully made, used, reproduced, distributed and otherwise exploited without using or

violating the foregoing), Company will have and I hereby grant Company a perpetual, irrevocable, worldwide royalty-free, non-exclusive, sublicensable right and license to exploit and exercise all such confidential information and intellectual property rights.

3. To the extent allowed by law, paragraph 2 includes all rights of paternity, integrity, disclosure and withdrawal and any other rights that may be known as or referred to as "moral rights," "artist's rights," "droit moral," or the like (collectively "Moral Rights"). To the extent I retain any such Moral Rights under applicable law, I hereby ratify and consent to any action that may be taken with respect to such Moral Rights by or authorized by Company and agree not to assert any Moral Rights with respect thereto. I will confirm any such ratifications, consents and agreements from time to time as requested by Company.

4. I agree that all Inventions and all other business, technical and financial information (including, without limitation, the identity of and information relating to customers or employees) I develop, learn or obtain during the term of my contracting engagement that relate to Company or the business or demonstrably anticipated business of Company or that are received by or for Company in confidence, constitute "Proprietary Information." I will hold in confidence and not disclose or, except within the scope of my contracting engagement, use any Proprietary Information. However, I shall not be obligated under this paragraph with respect to information I can document is or becomes readily publicly available without restriction through no fault of mine. Upon termination of my contracting engagement, I will promptly return to Company all items containing or embodying Proprietary Information (including all copies), except that I may keep my personal copies of (i) my compensation records, (ii) materials received solely in my capacity as a shareholder or optionholder of the Company (if then applicable), and (iii) this Agreement. I also recognize and agree that I have no expectation of privacy with respect to Company's telecommunications, networking or information processing systems (including, without limitation, stored computer files, email messages and voice messages) and that my activity and any files or messages on or using any of those systems may be monitored at any time without notice.

5. I agree that during the course of my contracting engagement with Company (whether or not during business hours), I will not, in the same or materially similar capacity as I worked for the Company, without the prior written consent of the Company, whether paid or not: (i) serve as a partner, principal, licensor, licensee, employee, consultant, officer, director, manager, agent, affiliate, representative, advisor, promoter, associate, investor, or otherwise for, (ii) directly or indirectly, own, purchase, organize or take preparatory steps for the organization of, or (iii) build, design, finance, acquire, lease, operate, manage, control, invest in, work or consult for or otherwise join, participate in or affiliate myself with, any business whose business, products or operations are in any respect competitive with the Company's business. Should I obtain another contracting engagement or employment during my contracting engagement with the Company, I agree to

provide written notification to the Company as to the name and address of my new employer, the position that I expect to hold, and a general description of my duties and responsibilities, at least three (3) business days prior to starting such contracting engagement or employment.

6. To the extent allowed by applicable law, I agree that from the Effective Date until twelve (12) months immediately following the termination of my relationship with the Company, whether I resign voluntarily or am terminated by the Company involuntarily, I will not directly or indirectly solicit, or recruit, or attempt to solicit, or recruit, any employee of the Company to leave their employment with the Company, nor will I contact any employee of the Company, or cause an employee of the Company to be contacted, for the purpose of leaving employment with the Company. In the event of my breach or violation of this Section 6, or good faith allegation by the Company of my breach or violation of this Section 6, the restricted periods set forth in this Section 6 shall be tolled until such breach or violation, or dispute related to an allegation by the Company that I have breached or violated this Section 6, has been duly cured or resolved, as applicable.

7. I agree that this Agreement is not a contracting contract for any particular term and that I have the right to resign and Company has the right to terminate my contracting engagement at will, at any time, for any or no reason, with or without cause. In addition, this Agreement does not purport to set forth all of the terms and conditions of my contracting engagement, and, as a contractor of Company, I have obligations to Company which are not set forth in this Agreement. However, the terms of this Agreement govern over any inconsistent terms and can only be changed by a subsequent written agreement signed by the CEO of Company.

8. I agree that my obligations under paragraphs 2, 3, 4, 5 and 6 of this Agreement shall continue in effect after termination of my contracting engagement, regardless of the reason or reasons for termination, and whether such termination is voluntary or involuntary on my part, and that Company is entitled to communicate my obligations under this Agreement to any future employer or potential employer of mine. My obligations under paragraphs 2, 3 and 4 also shall be binding upon my heirs, executors, assigns, and administrators and shall inure to the benefit of Company, its subsidiaries, successors and assigns.

9. Any dispute in the meaning, effect or validity of this Agreement shall be resolved in accordance with the laws of the State of Delaware of the United States of America without regard to the conflict of laws provisions thereof. I further agree that if one or more provisions of this Agreement are held to be illegal or unenforceable under applicable Delaware law, such illegal or unenforceable portion(s) shall be limited or excluded from this Agreement to the minimum extent required so that this Agreement shall otherwise remain in full force and effect and enforceable in accordance with its terms. This Agreement is fully assignable and transferable by Company, but any purported assignment or transfer by me is void. I

also understand that any breach of this Agreement will cause irreparable harm to Company for which damages would not be an adequate remedy, and, therefore, Company will be entitled to injunctive relief with respect thereto in addition to any other remedies and without any requirement to post bond. I acknowledge and agree that to the extent permitted under Delaware law, I shall indemnify the Company from any and all costs, fees, or expenses incurred by the Company (including, but not limited to, attorneys' fees) in successfully enforcing the terms of this Agreement against me (including, but not limited to, a court temporarily, partially, or fully granting any application, motion, or petition by the Company for injunctive relief) as a result of my breach or threatened breach of any provision contained herein.

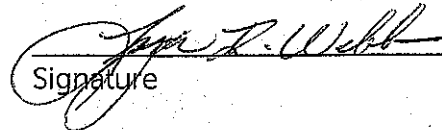
10. This Agreement constitutes the entire agreement and understanding with respect to the subject matter herein and supersedes all prior written and oral agreements, discussions or representations between the parties regarding such subject matter. This Agreement may be executed in counterparts and by facsimile, and each counterpart and facsimile shall have the same force and effect as an original and shall constitute an effective, binding agreement on the part of each of the undersigned.

[Remainder of Page Intentionally Left Blank]

I HAVE READ THIS AGREEMENT CAREFULLY AND I UNDERSTAND AND ACCEPT THE OBLIGATIONS WHICH IT IMPOSES UPON ME WITHOUT RESERVATION. NO PROMISES OR REPRESENTATIONS HAVE BEEN MADE TO ME TO INDUCE ME TO SIGN THIS AGREEMENT, WHICH I SIGN VOLUNTARILY AND FREELY.

24 APRIL 2018  
Date

Consultant/Contractor

  
Signature

LARTON WEBB  
Name (Printed)

Accepted and Agreed to:

Palantir Technologies Inc.

By: \_\_\_\_\_

Name: \_\_\_\_\_



APPENDIX A  
PRIOR MATTER



100 Hamilton Ave. | Suite 300 | Palo Alto, CA | 650.815.0200

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### Personal Property Privacy Policy

Guest's personal property such as handbags, lunch containers, briefcases, and automobiles parked on Company property, are all subject to inspection by the Company with or without prior notice. You should not bring personal items onto Company property if you wish to keep the items private.

### Electronic and Physical Monitoring

All employees and guests should be aware that there are Company systems in place that are capable of monitoring and recording all network traffic to and from any computer, phone or remote access devices that employees or guests may use while on Company networks. The Company reserves the right to access, review, copy, and delete any of the information, data, or messages accessed through these systems with or without notice to the employee or guest and/or in the employee's or guest's absence. This includes, but is not limited to, all e-mail messages sent or received, all instant messenger messages sent or received, all website visits, all chat sessions, all news group activity (including groups visited, messages read, and postings), and all file transfers into and out of the Company's networks. The Company further reserves the right to retrieve previously deleted messages from e-mail or voicemail and monitor usage of the Internet, including websites visited and any information employees or guests have downloaded using Company networks. In addition, the Company may review Internet and Company Information System activity and analyze usage patterns. Accordingly, no employee or guest should have any expectation of privacy as to his or her Internet or information systems usage on Company networks and should not use these systems for information they wish to keep private.

All employees and guests should also be aware that the Company reserves the right to inspect any and all files stored in all areas of the Company's network, including those assigned to individuals, and those stored on any Company network, computer, remote access device, mobile device, or other to assure compliance with this and other Company policies.

I have read this agreement carefully and I understand and accept the obligations which it imposes upon me without reservation.

By: LASON F. WEBB

Date: 24 APRIL 2018



## VISITOR AGREEMENT

### **PARTICIPATION IN RECREATIONAL ACTIVITIES, ASSUMPTION OF RISK AND RELEASE FROM LIABILITY**

#### **1. Voluntary Participation**

I, LASON I. WEBB, acknowledge that I have been invited by Palantir Technologies Inc. ("Palantir") or an employee of Palantir to participate in certain recreational activities on the premises of Palantir and/or off site locations, possibly including but not limited to use of on-site scooters and other toys, use of the on-site fitness center, or off-site sporting events or group recreational trips (together, the "Recreational Activities"). I further acknowledge that I have voluntarily requested that Palantir permit me to participate in the Recreational Activities. In consideration for such permission, I agree to enter into this Agreement For Participation In Recreational Activities, Assumption Of Risk And Release From Liability.

#### **2. Physical Condition**

I acknowledge that it is my sole responsibility to consult with my personal health care provider regarding any medical condition that might prevent or limit my participation in the Recreational Activities. I further understand and agree that I am solely responsible for abiding by my personal health care provider's recommendations as to any medical restrictions on my participation in the Recreational Activities.

#### **3. Rules Regarding Recreational Activities**

I understand and acknowledge that before I participate in the Recreational Activities it is my responsibility to become fully acquainted with the safety rules. I understand and agree to comply with all rules Palantir adopts or has adopted governing participation in the Recreational Activities. I further understand and agree that if I violate any such rules, Palantir may immediately terminate my participation in the Recreational Activities. I also understand that Palantir may at any time at its sole discretion temporarily or permanently cease to permit any participation in the Recreational Activities.

#### **4. Assumption of Risk**

I AM AWARE THAT THERE ARE RISKS AND HAZARDS ASSOCIATED WITH PARTICIPATION IN THE RECREATIONAL ACTIVITIES. I AM FURTHER AWARE THAT I WILL BE PARTICIPATING IN THE RECREATIONAL ACTIVITIES WITH OTHER PERMITTEES OF PALANTIR, INCLUDING WITH EMPLOYEES, AND THAT IT IS POSSIBLE FOR MY PERSON OR PROPERTY TO BE HARMED EITHER AS A RESULT OF MY OWN ACTIVITY OR AS A RESULT OF ACTIVITY BY SUCH OTHER PERMITTEES OR SIMPLY BY BEING PRESENT WHERE OTHERS ARE PARTICIPATING IN THE RECREATIONAL ACTIVITIES, WITH OR WITHOUT PERMISSION, AND THAT PALANTIR HAS NOT AGREED TO SUPERVISE ANY OF THESE ACTIVITIES.

I VOLUNTARILY ASSUME ALL RISK OF LOSS, DAMAGE OR INJURY TO PERSON OR PROPERTY WHICH MAY ARISE FROM OR IS RELATED TO MY PARTICIPATION IN THE RECREATIONAL ACTIVITIES, WHETHER SUCH RISK IS KNOWN OR UNKNOWN TO ME.

**5. Release**

In consideration of my being allowed to participate in the Recreational Activities, I do hereby waive, release and forever discharge Palantir and its officers, partners, directors, agents, employees, representatives, executors, and all others in privity with same, whether named herein or not (the "Releasees"), from all direct, indirect and consequential damages and from any and all claims, demands, liabilities, or causes of action of any kind or character whatsoever, and howsoever caused, resulting from my participation in the Recreational Activities on behalf of myself, my agents, assignees, executors, guardians, family, heirs, and legal representatives. This release expressly includes injury or damages resulting from my own acts or omissions, the acts or omissions of any other participant in the Recreational Activities or from any acts or omissions of the Releasees in any way related, directly or indirectly, to my participation in the Recreational Activities. I agree to inform my family members of this release and ensure they understand the ramifications.

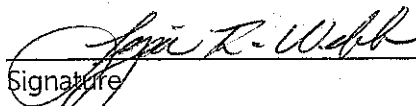
**6. Indemnification**

I hereby agree to defend and to forever indemnify and hold harmless the Releasees from all actions, claims or demands which may be asserted against the Releasees by any person or legal entity as a result of or in any way connected to my participation in the Recreational Activities. It is expressly understood that this indemnification applies even if the parties to be indemnified were negligent, grossly negligent, strictly liable for placing a defective product into the stream of commerce or for any other reason, liable for breach of warranty or contractual breaches, liable under the California Consumer Protection Act, liable for breach of other legal duties, liable for violation of any other law, regulation, or ordinance, or liable in any other manner. This indemnification will include, but is not limited to, the amount of any claims and the costs of defending them, including attorney's fees and court costs.

**7. Knowing and Voluntary Execution**

I HAVE CAREFULLY READ THIS AGREEMENT AND FULLY UNDERSTAND ITS CONTENTS. I VOLUNTARY AND OF MY OWN FREE WILL SIGN THIS AGREEMENT FOR PARTICIPATION IN RECREATIONAL ACTIVITIES, ASSUMPTION OF RISK AND RELEASE FROM LIABILITY.

Dated: 24 APRIL 2018

  
Signature  
Jason Webb  
Print Name

90%

- B 1) After washing your hands, which item should be used to dry them?
- a) Clean apron
  - b) Sanitized wiping cloth
  - c) Single use paper towel
  - d) Common used cloth
- C 2) While washing dishes by hand, which item should you wear?
- a) Cutting glove
  - b) Oven Mitt
  - c) Rubber glove
  - d) Nothing
- D 3) When should you wash your hands?
- a) Before you start work
  - b) After handling non-food items (garbage, money, cleaning chemicals)
  - c) After using the restroom
  - d) All of the above
- B 4) If you need to move a heavy load, you should PULL and not PUSH the object.
- a) True
  - b) False
- E 5) Which of the following could you be at risk for getting burned from?
- a) Steam from boiling pots
  - b) Hot liquids (coffee, soup, tea)
  - c) Hot equipment (ovens, pots, chaffing dishes)
  - d) Harsh chemicals
  - e) All of the above
- A 6) All work-related injuries, accidents or illnesses should be reported immediately to the supervisor on duty.
- a) True
  - b) False
- C 7) What should you do if you spill liquids or see a liquid spill?
- a) Leave it for someone else to clean-up
  - b) Wait until the end of your shift to clean it
  - c) Flag the spill and clean it immediately
  - d) Not sure
- C 8) When handling hot items you should?
- a) Wear rubber gloves
  - b) No need to wear anything
  - c) Use an oven mitt or dry cloth towel
  - d) Nothing
- A 9) If you are using a three-compartment sink for cleaning and sanitizing, the second sink is used for?
- a) Rinsing
  - b) Scraping
  - c) Washing
  - d) Sanitizing
- C 10) What is the proper method for cleaning and sanitizing stationary equipment?
- a) Spray with a strong cleaning solution and wipe with a sanitized cloth
  - b) Spray with a sanitizing solution, then rinse with clean water and dry
  - c) Wash and rinse, then wipe or spray with a chemical-sanitizing solution
  - d) Brush off loose soil with a clean cloth, then wipe with a sanitizing solution



**Cashier Test**

Score 15 / 15

100%

- B 1) A roll of quarters is worth?  
a) \$5.00  
b) \$10.00  
c) \$15.00  
d) \$20.00
- A 2) A roll of dimes is worth?  
a) \$5.00  
b) \$4.00  
c) \$3.00  
d) \$2.00
- D 3) A roll of nickels is worth?  
a) \$8.00  
b) \$6.00  
c) \$4.00  
d) \$2.00
- C 4) A roll of pennies is worth?  
a) \$1.00  
b) \$0.75  
c) \$0.50  
d) \$0.25
- C 5) What does POS stand for?  
a) Patience over standards  
b) Percentage of sales  
c) Point of sales  
d) People over service
- 9.25% 6) What is the current sales tax rate in your city \_\_\_\_\_?
- C 7) A customer buys a bowl of soup for \$1.25, an apple \$0.90 and a soda is \$0.79. If you are given \$10.00 how much change should you give back?  
a) \$4.06  
b) \$2.06  
c) \$7.06  
d) \$5.06
- B 8) A customer buys two shirts for 10.50 each and two ball caps for \$7.25 each. If you are given \$50.00 how much change should you give back?  
a) \$19.50  
b) \$14.50  
c) \$9.50  
d) \$4.50
- D 9) A customer buys soda for \$3.75 and a hot dog for \$4.25. If you are given \$20.00 how much change should you give back?  
a) \$6.00  
b) \$8.00  
c) \$10.00  
d) \$12.00
- A 10) A customer buys two hamburgers at \$3.75 each, two bags of chips at \$1.25 each, two cookies at \$2.50 each and two sodas at \$3.25 each. If you are given \$100.00 how much change should you give back?  
a) \$78.50  
b) \$58.50  
c) \$38.50  
d) \$28.50

A

11) Counterfeit pens should be used on which three denominations?

- a) \$20, \$50, \$100
- b) \$10, \$20, \$50
- c) \$5, \$50, \$100
- d) \$10, \$20, \$50

B

12) How many times should you count change when giving it to the customer?

- a) one
- b) two
- c) three
- d) no need to count

Question & Answer:

- 13) What is the minimum age for legal alcohol purchases? 21
- 14) What are the acceptable forms of ID for alcohol purchases? A PHOTO DL, PASSPORT, PROOF OF AGE CARD
- 15) How many \$20 bills are in a bank band? 100



## New Contractor Information

For all new contractors, please complete the following information. If you have any questions please reach out to Onboarding team at [onboardingtemps@mz.com](mailto:onboardingtemps@mz.com).

First Name:	Lajon
Last Name:	Webb
Start Date:	
Work Location:	Machine Zone
MZ Project Manager:	Thanh / Vanessa
Contact Phone:	707 - 416 - 8558
Contact Email:	lajon@comcast.net
Name of staffing or consulting firm contracted through:	Acrobat Outsourcing
Assignment Duration (ex: 1 month, 3 months, 6+ months, etc.):	





## Harassment-Free Workplace Policy

### Unlawful Harassment

The Company strives to provide all employees with an environment free of sexual or other unlawful harassment. Harassment against individuals on the basis of pregnancy, childbirth or related medical conditions, race, religious creed, color, gender (including gender identity and gender expression), national origin or ancestry, physical or mental disability, medical condition, genetic information, marital status, registered domestic partner status, age, sexual orientation or any other classification protected by applicable local, state or federal employment discrimination laws is illegal and a violation of Company policy. Unlawful harassment of any type will not be tolerated at Machine Zone. The Company's anti-harassment policy applies to all persons involved in the operation of the Company and prohibits unlawful harassment by any employee of the Company, including Leaders and employees, as well as any clients, vendors, customers, independent contractors or any other person having contact with Company employees. It also prohibits unlawful harassment based on the perception that anyone has any of those characteristics, or is associated with a person who has or is perceived as having any of those characteristics.

**Definition of Harassment:** Prohibited unlawful harassment includes any conduct that has the purpose or effect of unreasonably interfering with an individual's work performance or creating an intimidating, hostile or offensive work environment based on that individual's membership in a protected class. Prohibited unlawful harassment includes, but is not limited to, the following behavior:

- Verbal conduct such as epithets, derogatory jokes or comments, slurs or unwanted sexual advances, invitation, or comments;
- Visual displays, which are not an art asset for Machine Zone's games and products, such as derogatory and/or sexually-oriented posters, photography, cartoons, drawings, or gestures;
- Physical conduct including assault, unwanted touching, intentionally blocking normal movement or interfering with work because of sex, race, or any other protected basis;
- Threats and demands to submit to sexual requests as a condition of continued employment, or to avoid some other loss, and offers of employment benefits in return for sexual favors;
- Retaliation for reporting or threatening to report harassment;
- Rude or aggressive managerial conduct directed at one sex more frequently than the other; and,
- Extensive sexual favoritism or favoring employees who engage in sexual conduct with a Leader.
- Communication via electronic media of any type that includes any harassing conduct that is prohibited by state and/or federal law, or by company policy.

In particular, sexual harassment is defined as any unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature which (1) has been made either explicitly or implicitly a term or condition of an individual's employment (or other contract relationship), (2) is used as a basis for employment (or other contract) decisions such as promotions and benefits affecting such individual, or (3) substantially interferes with an individual's work (or contract) performance or creates an intimidating, hostile, or offensive working environment.

In addition, conduct based on any of the categories listed above, or any other characteristic protected by law, is not appropriate for the workplace and is prohibited, regardless of whether an individual makes a claim of harassment.

Machine Zone will take disciplinary action up to and including the immediate termination of any employee who violates this policy. If you feel that you have been harassed, or that you have witnessed harassment, you should immediately report such conduct either verbally or in writing to your leader, Human Resources or any other management-level employee with whom you feel comfortable. It would be best to communicate your complaint in writing, but this is not mandatory. Your complaint should include details of the incident or incidents, names of individuals involved, and names of any witnesses. All complaints of harassment will be investigated by Human Resources. The Company will promptly undertake a thorough and objective investigation of the harassment allegations.

If the Company determines that unlawful harassment has occurred, effective remedial action will be taken in accordance with the circumstances involved. Any employee determined by the Company to be responsible for unlawful harassment will be subject to appropriate disciplinary action, up to, and including termination. The Company will not retaliate against you for filing a complaint or participating as a witness in an investigation and will not tolerate or permit retaliation by management, employees, or co-workers.

The Company encourages all employees to report any incidents of harassment immediately so that complaints can be quickly and fairly resolved. You should also be aware that the Federal Equal Employment Opportunity Commission and the California Department of Fair Employment and Housing investigate and process complaints of prohibited harassment in employment. If you think you have been harassed or you have been retaliated against for resisting or complaining, you may also file a complaint with the appropriate agency. Please check your telephone book for the nearest agency.

Please contact Human Resources if you have any questions about this policy or the subject of sexual or other harassment.

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#### Receipt acknowledgement

I have been given a copy of the Machine Zone Harassment and Discrimination Policy. It is my responsibility to read and understand the matters set forth in this Policy. The Policy states Machine Zone's zero-tolerance stance regarding harassment and discrimination, and I agree to abide by, and be accountable to this Policy.

I understand and acknowledge that the company has the right, without prior notice, to modify, amend or terminate this Policy within the limits and requirements imposed by law. Furthermore, I will rely on any promises, statements or representations to the contrary only if they are in writing and signed by an authorized member of the company's executive management.

Signature: 

Print name: CLAYTON WEBB

Date: 24 APRIL 2018

## CONFIDENTIALITY AND ARBITRATION AGREEMENT

Machine Zone, Inc. ("Machine Zone" or the "Company") and     , an individual ("Contractor") hereby make the following agreement regarding the treatment of confidential information and the resolution of disputes with Machine Zone. Machine Zone and Contractor recognize that differences may arise between Machine Zone and Contractor during or following Contractor's provision of services to the Company. In consideration of the mutual promises herein, and in consideration of Contractor's continued opportunity to provide services to Machine Zone, the parties agree to the following Confidentiality and Arbitration Agreement (the "Agreement"). Other than as expressly provided in the parties' agreement to arbitrate disputes as expressed below, the Agreement does not alter or amend any prior agreements between Machine Zone and Contractor. Further, the Agreement does not alter or amend any agreements between Contractor and third parties, nor does it amend or alter any agreements between Machine Zone and third parties. "Services" shall refer to any work or service performed by Contractor on behalf of or for the benefit of Machine Zone, whether on Machine Zone's premises or elsewhere.

### 1. Confidential Information

1.1 Definition. Contractor acknowledges that it will have access to information that is treated as confidential and proprietary by Machine Zone, including without limitation, trade secrets, technology, and information relating to Machine Zone's business operations and strategies, customers, pricing, marketing, finances, sourcing, personnel, its affiliates or suppliers, in each case whether spoken, printed, electronic or in any other form or medium (collectively, "Confidential Information"). Any Confidential Information that Contractor develops in connection with the Services shall be subject to the terms and conditions of this Section and any applicable Non-Disclosure Agreement ("NDA") executed by the Parties. Contractor agrees to (a) hold the Confidential Information in confidence, (b) not disclose the Confidential Information to any third party, and (c) not use any Confidential Information for any purpose except for the purpose of performing the Services. Contractor agrees to treat all of the Confidential Information with at least the same degree of care that it uses to protect its own confidential and proprietary information, but no less than a reasonable degree of care under the circumstances. Contractor may disclose the Confidential Information to Contractor's personnel with a bona fide need to know it in order to perform the Services, but only to Contractor's personnel who have signed a nondisclosure agreement at least as protective of Machine Zone's rights as those terms and conditions applicable to Contractor under this Agreement; provided that it is understood that, barring a separate written agreement, access to Machine Zone's Confidential Information will not restrict Contractor's assignment of any employees or contractors or restrict in any way Machine Zone's business plans. Contractor will not make any copies of the Confidential Information except as necessary for Contractor's personnel with a need to know as described in this Agreement. Any copies which are made will be identified as belonging to Machine Zone and marked "confidential" or with a similar legend.

1.2 Exclusions. Confidential Information shall not include information that:

- (a) is now, or hereafter becomes, through no act or failure to act on the part of Contractor, generally known or available to the public;

(b) is rightfully acquired by Contractor before receiving the information from Machine Zone and without restriction as to use or disclosure;

(c) is hereafter rightfully furnished to Contractor by a third party, without restriction as to use or disclosure;

(d) is independently developed by Contractor without reference to Machine Zone's Confidential Information; or

(e) is generally made available to third parties by Machine Zone without restriction on disclosure.

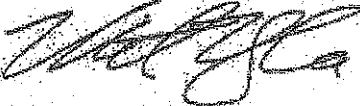
A disclosure by Contractor in response to either a valid order by a court or other governmental body, or as otherwise required by law, will not be considered to be a breach of this Agreement; provided that Contractor provides Machine Zone with a prompt prior written notice of the intended disclosure sufficient to enable Machine Zone to seek a protective order or otherwise prevent such disclosure, and provided further that Contractor provides all cooperation to Machine Zone at Machine Zone's request and expense to prevent such disclosure. Contractor acknowledges receipt of the following notice required pursuant to 18 U.S.C § 1833(b)(1): "An individual shall not be held criminally or civilly liable under any Federal or State trade secret law for the disclosure of a trade secret that (A) is made (i) in confidence to a Federal, State, or local government official, either directly or indirectly, or to an attorney; and (ii) solely for the purpose of reporting or investigating a suspected violation of law; or (B) is made in a complaint or other document filed in a lawsuit or other proceeding, if such filing is made under seal."

2. Arbitration and Class Action Waiver. Contractor and Machine Zone hereby agree to submit to mandatory binding arbitration any dispute, claim or controversy between them, including disputes claims or controversy's arising out of, relating to or connected with this Agreement or the Services provided to or on behalf of Machine Zone, including, but by no means limited to, claims of breach of contract (express or implied), breach of the covenant of good faith and fair dealing, fraud, tort claims of any kind, claims based upon any federal, state or local ordinance, statute or regulation, and claims for compensation of any kind (the "Arbitrable Claims"). Arbitration shall be final and binding upon the parties. Arbitration shall be the exclusive method by which to resolve all Arbitrable Claims, in accordance with the arbitration provisions set forth in California Code of Civil Procedure Sections 1280 through 1294.2, and pursuant to California law. Further, to the fullest extent permitted by law, the parties agree that no class or representative actions can be asserted in arbitration or otherwise. All claims, whether in arbitration or otherwise, must be brought solely in Contractor's or the Company's individual capacity, and not as a plaintiff or class member in any purported class or collective proceeding. THE PARTIES HEREBY WAIVE ANY RIGHTS THEY MAY HAVE TO TRIAL BY JURY IN REGARD TO ARBITRABLE CLAIMS. THE PARTIES FURTHER WAIVE ANY RIGHTS THEY MAY HAVE TO PURSUE OR PARTICIPATE IN A CLASS OR COLLECTIVE ACTION PERTAINING TO ANY CLAIMS BETWEEN CONTRACTOR AND THE COMPANY. The parties agree that a neutral arbitrator from the Judicial Arbitration and Mediation Services, Inc. ("JAMS") will administer any such arbitration(s) in accordance with applicable JAMS arbitration rules, which are

available at <http://www.jamsadr.com/rules-comprehensive-arbitration/>. All arbitration hearings shall be conducted in Santa Clara County, California. The arbitrator shall issue a written decision with the essential findings and conclusions on which the decision is based. If, for any reason, any part or portion of this arbitration clause is held to be invalid or unenforceable, all other valid parts and portions shall be severable in nature, and remain fully enforceable.

IN WITNESS WHEREOF, the parties have signed this Agreement as of the Effective Date.

MACHINE ZONE, INC.

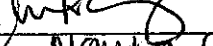
By:   
Victoria Valenzuela  
General Counsel

2225 E. Bayshore Drive, Suite 200

Palo Alto, CA 94303

Date: 04/24/2018

CONTRACTOR

By:   
Name: Alana Chering  
Title: Talent Acquisition Coordinator  
Federal Tax ID. Number: \_\_\_\_\_  
Address: 1555 The Alameda  
San Jose, CA 95126  
Date: 04/24/2018

