



TEAM MEMBER GUIDE

903 VOLUNTARY RESIGNATION

Resignation is a voluntary act initiated by the Team Member to terminate employment with the Company. The Company requests that Team Members provide two (2) weeks written notice of their resignation. Team Members who have been employed less than three (3) months are requested to provide one (1) week written notice of their resignation. All notices must be in writing, signed and dated by the Team Member.

In the event that the Team Members resigns with plans to work for a direct competitor of the Company, the Company reserves the right to terminate the employment relationship immediately, for cause, without payment or additional compensation of any kind, if willful misconduct is identified.

In the event of termination, notice of such shall be in writing and in accordance to the Employment Standards Legislation (Ontario) / Les Normes du Travail (Québec) and that shall be the Team Member's full and final entitlement.