

## RECEIPT OF EMPLOYMENT HANDBOOK

Please click the link to open [Perficient Employee Handbook](#)

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The Employment Handbook describes important information about Perficient, and I understand that I should consult my supervisor or the Human Resources Department regarding any questions not answered in the Employment Handbook. I have entered into my employment relationship with Perficient voluntarily and acknowledge that there is no specified length of employment. Accordingly, either Perficient or I can terminate the relationship at will, with or without cause, at any time, so long as there is no violation of applicable federal or state law.

Since the information, policies, and benefits described here are necessarily subject to change, I acknowledge that revisions to the Employment Handbook may occur, except to Perficient's policy of employment-at-will. All such changes will be communicated through official notices, and I understand that revised information may supersede, modify, or eliminate existing policies. Only an officer of Perficient has the ability to adopt any revisions to the policies in this Employment Handbook. I understand that I have a responsibility to check email, the Perficient portal, and other forms of communication from Perficient to stay informed of any changes made to this handbook.

Furthermore, I acknowledge that this Handbook is neither a contract of employment nor a legal document. I have received the Employment Handbook, and I understand that it is my responsibility to read, understand, and comply with the policies contained in this Employment Handbook and any revisions made to it.

### **Acknowledgement of Sarbanes-Oxley Policies and Procedures**

The Sarbanes-Oxley Act (SOX) sets forth various requirements that Perficient, as a public company, must follow. One of the requirements is to adopt a procedure for the anonymous submission of complaints regarding financial reporting or fraud, sometimes referred to as the "whistle-blower" provision. Perficient thus adopted a Complaint and Reporting Procedure, Code of Conduct and Ethics, and Financial Code of Ethics (governs Executive Management). All three documents are available on the opening page of the employee portal.

The Complaint and Reporting Procedures instruct that complaints regarding financial reporting or fraud can be sent to the mailing address posted on the Perficient external website. While this address is still valid, we are additionally providing the names and addresses of our current audit committee members for which anonymous complaints may be sent (see names and addresses below).

Perficient is dedicated to maintaining the confidentiality and anonymity of any complaints sent to the Audit Committee. Please be aware that this procedure is in place specifically and strictly to capture complaints regarding accounting, auditing, financial reporting and fraud related matters, and should not be viewed as a general complaint hotline. The Code of Conduct and Ethics sets forth the Company's expectations regarding the conduct of employees and directors of the Company while acting on the Company's behalf and also is designed to provide guidelines for dealing with fellow employees, customers, vendors, stockholders, competitors, the communities where we work, conflicts of interest, illegal or unethical behavior and trading in the Company's securities. The integrity, reputation and profitability of the Company ultimately depend upon the individual actions of our employees and directors. Each employee and each director is personally responsible and accountable for compliance with this Code.

#### Audit Committee Members:

David S. Lundeen, Chairman  
333 East Third Street

Harbor Springs, MI 49740

James Kackley  
147 Merry Christmas Lane  
Mineral Point, WI 53565

Ralph C. Derrickson  
9902 NE Monsaas Rd.  
Bainbridges Island, WA 98110

By Signing below, I acknowledge that I have read and agree to comply with:

Perficient's Employee Handbook  
Perficient's Financial Code of Ethics  
Perficient's Complaint and Reporting Procedures  
Perficient's Code of Conduct and Ethics.

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**Employee's Signature**

Bhuvaneswari

2023-07-14