

CONTRATO DE EMPLEADOS

Welcome to META Legal & Finance (value7).

We hope you enjoy your employment with us.

The following agreement outlines your rights and responsibilities. It is designed to provide you with clarification. You should ask for further explanation if anything is unclear to you.

Please complete your details below, then sign and date it and return it to:

c/- *Human Resources*,

META Legal & Finance

value8, value9 value10 value11

by the following date: value12.

This employment agreement is between META Legal & Finance (Company) and value13 (Employee).

For good consideration, the (Company) employs the (Employee) on the following terms and conditions.

1. Employer

Your employer is META Legal & Finance.

2. Position Title

Your new Position Title is value14.

3. Internal Reporting

You will report to value15, value16.

4. Location of Position

You will be working in the value17 division of the value18 office.

5. Salary and Benefits

Your current remuneration is \$value19 per annum. Payment will be made directly into your nominated bank account.

6. Salary payments

Payment is made value20. The first payment will be on value21

7. Annual Leave

Your Annual Leave provision is value22 working days per annum. Except by prior arrangement with the Managing Director, annual leave must be taken within six months of the end of the year in which it accrued.

8. Hours of Work

You are required to work a minimum of value23 hours per week. Your manager is responsible for determining the normal span of working hours within your area to meet the needs of the Company, and you are required to work within the span advised to you.

9. Notice Period

The Period of Notice required from you to terminate employment with the Company during your probation period is value24, and thereafter value25, and, with the exception below, the Company will provide the same period to terminate your employment. Notice must be given in writing. The Company may, at its discretion, pay you a sum equivalent to your salary for that period of notice and not require you to work out the notice period. Your employment may be terminated by the Company with no notice period if at any time you commit a serious or persistent breach of this agreement or you are guilty of any serious misconduct or wilful neglect in performing your duties.

10. Confidentiality

You shall not, except in the proper course of your duties during the continuance of your employment or after its termination, disclose to any other person, firm or company or make use of for your own benefit, any secret or confidential information relating to the Company which shall come to your knowledge during your employment or otherwise.

11. Business Interests Outside of the Company

While your employment with the Company continues you are required to disclose to the Managing Director any potential conflicts of interest including concurrent employment outside of the Company which may impact negatively on either Company performance or Employee performance.

12. Business Interests/Activities after leaving the Company

It is a condition of your employment with the Company that for the period of value26 months following the termination of your employment you will not personally or through an agent or on behalf of or for any other person, firm or company, canvass or solicit any

business from or with any person, firm or company who has during your employment been a client or prospective client of the Company, where such business would be in competition with the business of the Company and/or to the detriment or intended or probable detriment of the Company.

13. Policies and Procedures

This agreement provides a summary of the main terms and conditions of your employment with META Legal & Finance. Your attention is also drawn to the Company Policies and Procedures manual which describes in more detail various other employment practices and policies, with which the Company expects employees to comply. A copy of the Policies and Procedures is available from your manager.

I accept the above terms and conditions of employment.

NAME: value13

SIGNED: _____

DATE: _____

***** Registro de firmas electronicas *****