

Offer of Employment

Dear _____,

After taking a number of qualified candidates through our interview process, we feel that you would make an excellent addition to our team. I am pleased to extend to you an offer of temporary employment for the position of Sales Agent at Luminary Life (Powered by DigitalBGA). The details of your offer are as follows:

Our objective is for you to start at 8:00AM CST on _____.

You will be working in our Austin Office located at 8407 Wall Street #450 Austin, Texas 78754 and will report to Sandy Benson, New Agent Success Manager. The details of your employment are as follows:

- Your employment with DigitalBGA is considered “at-will” employment and your performance and appropriateness of your continued employment with our company will be regularly assessed by you and your Manager.
- Temporary, hourly employment paid bi-weekly: Hourly wage of \$20.00 per hour.
- Temporary assignment is expected to conclude within two weeks, but not to exceed 3 weeks, from the initial date of hire.
- As a temporary employee, you are not entitled to certain benefits offered to regular employees of the company, however other benefits will be provided when legally required.

This offer is contingent upon successfully meeting each of the below requirements prior to your start date:

1. **Employment Eligibility:** Attached please find a detailed list of Acceptable Documents that are required for employment eligibility verification. Please email the appropriate documentation to HR@Digitalbga.com upon acceptance of this offer.

The below requirements must be satisfied prior to the conclusion of your temporary assignment:

1. **Texas Resident Life Insurance License:**
 - a. Pre-Licensing Education: You must successfully complete the pre-licensing education as required to apply for the resident state Life Insurance licensing exam.
 - b. Licensing Exam: You must successfully pass the Life Insurance licensing exam no later than 3 weeks from your date of hire.
2. **Contracting Screening:** You must meet minimum contracting requirements as defined by DigitalBGA and our contracted core insurance carriers.

Please be advised that failure to satisfy **all** of the above requirements may result in termination of employment. Additionally, nothing in this letter is intended to guarantee continued employment or create an employment contract between you and DigitalBGA.

The terms described in this letter replace all prior agreements and/or discussions pertaining to your offer of employment with DigitalBGA and are not intended to guarantee any subsequent offers for regular full-time employment.

Please indicate your acceptance of our offer by signing below. Upon your acceptance and completion of the hiring paperwork, you will be provided with the Company’s policies, procedures, and benefits.

We look forward to having you as part of the team! If you have any questions, please do not hesitate to contact me.

Sincerely,
Nic West
Managing Partner

Accepted By: _____

Date _____