**Employee code of Practice Agreement**

*(Business Development / Overseas VIP Market Development / Membership Department)*

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| **Party A：** | Suncity Group Manila Inc. |
| **Party B：** | Employee Name with ID No. . |

1. Party B shall not participate or handle Transaction directly, no matter such transaction in chips or cash or any other form. (Tipping excluded)。
2. Settlement payments shall be credited or debited thought Company’s account when handling customer’s payments instead of Party B’s personal accounts.
3. The Company preserves all the rights to prosecute lawsuit in civil or criminal for all the material or immaterial damages or losses resulting from the intentional or negligent fault of Party B.
4. Party B is prohibited to receive tipping in secret, violation of this clause may result in dismissal.
5. In case of customers initiative present, Party B shall refuse politely; If any type of gifting were accepted their hospitality, regardless of the value of the gift, Party B must take the initiative to report to the competent authorities for the record immediately
6. Party B is prohibited to reach any information of customers, account holders or shareholders due to take advantage of their work whether in private or work purpose. Party B is also prohibited to lend loan or enter into loan relationship in any form with person above-mentioned, regardless such loan or loan relationship were under Party B’s own name or any other name, provide, request or upon request.

I understand and agree with the above codes of practice and willing to comply rigorously.

This agreement constitutes an integral part of the labor agreement that have already entered.

This Agreement is in duplicate, signed and witness by both parties. Each party holds one duplicate.

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| Party A / Its designated person |  | Party B |  |
|  |  |  | |
| Maggie S.V. Lei |  | «English\_Name\_» | |
| General Manager |  | «English\_position» | |
| Suncity Group Manila Inc. |  | ID/ Employee No.: «ID\_Number\_» / «Staff\_No» | |
| Date : |  | Date : |  |