



NEW EMPLOYEE - COMPANY POLICY INFORMATION
TRAVELING AND PER DIEM PAY INFORMATION

I hereby acknowledge that I have been provided a copy of the Policies and Procedures of Northwinds of Wyoming, Inc and will abide by these Policies and Procedures. I understand that disciplinary action, up to and including termination, will result if I violate these Policies or Procedures.

(Applicants full name – Print)

(Signature)

Release authorization reviewed by: _____
(Name of person hiring or receiving application)

Northwinds of Wyoming, Inc. is a Gas Plant, Compressor Station & Pipeline Construction Company. This means we are a transient laborer based company traveling to locations based upon job needs and requirements. Northwinds of Wyoming, Inc. does not terminate employment when location work is completed. Northwinds of Wyoming, Inc. will pay daily Per Diem for employee's that are working away from home. Per Diem is based on location and job. If employees do not wish to travel with Northwinds of Wyoming, Inc. to active working locations then this is their decision to leave the company. Therefore UNEMPLOYMENT BENEFITS will not be available based upon the employee's decision to separate from Northwinds of Wyoming, Inc.

(Applicants full name – Print)

(Signature)

Release authorization reviewed by: _____
(Name of person hiring or receiving application)