

# EXAMPLE DOCUMENT

This is a reminder that any documents you wish to have available to your company may be posted here in Company Documents. This may be phone lists, employee handbooks, and the like. Anything that is not sensitive information but openly available to the employees may be included.

This section may also be used to post company-specific information for states that have blanks to fill in. We cannot put the information directly onto the notice as all customers with the same state enabled would see that information.

With no documents posted, the entire Company Documents column would not be shown. It only appears if there are documents posted.

Preferable file types are .pdf and most image files - .jpg and .png being the most common. These files are viewable directly from the ePoster site merely by clicking on them.

Word documents and the like may be posted but they will not be viewable through the ePoster site. Such files would have to first be downloaded to the device or computer and then viewed using the appropriate software.

If you would like to have this file removed or if you would like to have documents posted, please contact your representative at 1-800-767-9243. Once you send us the documents, we will get them posted to your ePoster site.