

SMITHGROUP

NOTICE TO RECRUITERS, EMPLOYMENT AGENCIES AND/OR VENDORS

Please note that SmithGroup does not accept unsolicited resumes from recruiters, employment agencies or vendors. In the absence of a signed Recruitment Fee Agreement and SmithGroup Recruiter authorization, SmithGroup will not consider or agree to payment of any referral compensation or recruiter fee. In the event a recruiter or agency submits a resume or candidate without a signed Recruitment Fee Agreement and SmithGroup Recruiter authorization, SmithGroup explicitly reserves the right to pursue and hire those candidate(s) without any financial obligation to the recruiter or agency. Any unsolicited resumes, including those submitted to hiring managers, are deemed to be the property of SmithGroup. Absent a signed Recruitment Fee Agreement and SmithGroup Recruiter authorization, any commitments of any type including but not limited to verbal or emails from any SmithGroup employee will not be considered binding terms. This applies to all SmithGroup offices. It is the responsibility of all third-party recruiters and vendors to know this policy.