



## ATTENTION:

Please include the following with your completed application:

Legible photocopies of the following documents, as applicable:

- California Guard Card
- California Exposed Firearms Card
- Police ID or Retired Police ID
- Concealed Weapons Permit
- Military ID
- Driver's License
- Proof of Automobile Insurance

A resume.

A color digital photo of you wearing appropriate business attire.



## PERSONNEL APPLICATION

Last Name			
First Name			
Middle			
Driver's License #		State	
Social Security #			
DOB			
Address			
City, State, Zip			
Home Phone			
Cell Phone			
Fax			
E-mail			
Smoker?	Yes or No		

### Emergency Contacts

Name	Address	Phone

### Law Enforcement Experience (Most current first)

1. Department			
Dates		Highest Rank	
Reason for Leaving			



**STONERIDGE PROTECTION  
&  
INVESTIGATIVE SERVICES**

PI LIC 25712



PPO LIC 17286

2.	Department			
	Dates		Highest Rank	
	Reason for Leaving			
3.	Department			
	Dates		Highest Rank	
	Reason for Leaving			
	POST Certification			
	List schools attended			
	Special Expertise			
	Past Security Experience			
	Type of Assignment Desired			

Schools Attended or in Progress

Dates		School	
Degree Obtained (or Semester/Quarter Units Completed)			
Dates		School	
Degree Obtained (or Semester/Quarter Units Completed)			
Dates		School	
Degree Obtained (or Semester/Quarter Units Completed)			



Certificates/Licenses (Mark N/A if none or if it does not apply to you):

CA Exposed Gun card number	
CA Guard card number	
CA PPO license number	
CA PI license number	
CCW license information	
First Aid Card info	
CPR Card info	

Military

Do you have military experience?	Yes or No		
(If no, please skip this section)			
Branch of Service			
Dates			
List military training you have received			
List military duty assignments and MOS			
Are you in possession of your DD214?	Yes or No		

Language Skills (Mark N/A if none or if it does not apply to you):

First Foreign language spoken			
(Circle One)	Fluent	Basic Skills	Beginner
If you circled fluent, can you:	Write fluently as well?	Yes or No	
	Read fluently as well?	Yes or No	
Second Foreign language spoken			
(Circle One)	Fluent	Basic Skills	Beginner
If you circled fluent, can you:	Write fluently as well?	Yes or No	
	Read fluently as well?	Yes or No	



### Personal References

Name	Phone	Relation to You

### Criminal History Information

Have you ever been convicted by any court of any offense? YES or NO  
If YES, please explain on reverse.

*YOU MAY ONLY OMIT: (1) Traffic violations for which the fine imposed was \$30 or less. (2) Any offense which was finally adjudicated in a Juvenile Court or under the Youth Offender Law. (3) Any incident that has been sealed under Welfare and Institutions Code Section 781 or Section 1203.45. (4) Convictions for certain marijuana offenses that are more than two years old, pursuant to Labor Code Section 432.8 – contact Human Resources to obtain a list of convictions which can be omitted from the application.*

Has your Driver's License ever been suspended or revoked? YES or NO  
If YES, please explain on reverse.

*If your answer to A or B is YES, list all offenses, giving date, location, nature, and disposition for each. Use additional sheets if necessary.*

Who referred you to us? \_\_\_\_\_

Employment with the Company is "at will." This means that both the Company and the employee have the right to terminate the employment relationship at any time, for any reason, with or without prior notice or cause. Thus, nothing in this document or any other Company document should be understood as creating an offer of employment, guaranteed or continued employment, a requirement that "cause" exist before termination, or any other guaranteed or continued benefits. The at-will relationship can be changed only by an express individual in written employment agreement signed by the president of the Company stating his intent to do so.

I UNDERSTAND AND AUTHORIZE Stoneridge Protection & Investigative Services to conduct a complete background investigation prior to any offer of deployment.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Thank you for your interest in Stoneridge Protection & Investigative Services.



## ARBITRATION AGREEMENT

This Arbitration Agreement (the "Agreement") is entered into by and between

\_\_\_\_\_ ("Individual ") and Stoneridge Protection & Investigative Services (the "Company").

1. **Scope of Arbitration:** The parties agree that, to the extent permitted by applicable law, any controversy, claim, or dispute, between them, or their successors or assigns (or against the Company's related entities, Employees, officers, directors, shareholders, representatives, attorneys, Company contractors and subcontractors, and/or agents) arising out of or relating to Individual's deployment with the Company, or the termination thereof (including, but not limited to claims for discrimination, harassment, sexual harassment, relation, or wrongful termination, whether based on a statute, ordinance, constitution, or public policy) shall be submitted to final and binding arbitration before a neutral arbitrator in the county in the state in which Individual is or was deployed by the Company at the time the dispute arose.
2. **Exclusive Remedy:** Subject to the provisional remedies, if any, provided for under applicable state or federal law, arbitration shall be the exclusive remedy for resolving any such arbitrable disputes, and the decision of the arbitrator shall be final and binding on all parties. An action to compel arbitration pursuant to this Agreement, or to confirm, vacate or modify an arbitration award, may be brought pursuant to the procedures of the state in which the Individual is or was deployed by the Company. In the alternative, any such action may be brought pursuant to the Federal Arbitration Act, 9 U.S.C. Section 1 et seq.
3. **Rights of the Parties:** The rights of the parties under the arbitration procedure set forth in this Agreement are the same as those available to them in a court of competent jurisdiction.
4. **Initiating Arbitration:** Either party may initiate arbitration by giving written notice to the other party of the intention to arbitrate within the applicable statute of limitations period. The notice of intent to arbitrate must contain a description of the dispute and the remedy sought. This notice shall be hand delivered or sent by registered or certified mail to the Director of Human Resources of the Company, or, in the case of a claim by the Company, to Individual. The notice is deemed filed on the date received by the HR Director or Individual.

5. **Selecting the Arbitrator:** The arbitrator shall be chosen within 30 days of receipt of the written notice of intent to arbitrate, or as soon thereafter as practicable. If the parties are unable to agree on the selection of an arbitrator, either party may petition the local state trial court for a list of three retired judges available to arbitrate the dispute. Individual shall strike one name, then the company shall strike one name, and the remaining judge will serve as the arbitrator.
6. **Arbitrator's Fees:** To the extent required by applicable law, the Company will pay the fees of the arbitrator. If the Company is not required by applicable law to pay the fees of the arbitrator, the fees shall be split equally by the Individual and the Company, subject to reallocation by the arbitrator.
7. **Scope of Arbitrator's Authority:** The arbitrator shall have the authority to rule on all motions, whether made prior to or at the hearing, including motions for summary judgment or summary adjudication. The arbitrator shall not have the authority to amend, modify or delete any provision of this Agreement or the arbitration procedure set forth herein or the Company's policies, unless violative of applicable law. The arbitrator shall have the authority to award only such remedies as could be awarded by a court under the applicable substantive law, which may include injunctive or other equitable relief. Prior to the hearing, the arbitrator shall encourage the parties to explore settlement.
8. **Conducting Discovery:** The parties agree that arbitration is intended to provide a less time-consuming, less expensive, and less complicated means of settling employment-related disputes. Therefore, discovery will be allowed only to the extent that it is necessary and appropriate, as determined by the arbitrator. However, under no circumstances will discovery be permitted that is broader than that which allowed by the Company. The arbitrator may issue subpoenas to compel the testimony of third party witnesses or the production of documents. At a minimum, each party shall have the right to take one deposition.
9. **Representation by Legal Counsel:** The presumption is that each party will be self-represented. However, Individual will be permitted to be represented at the arbitration hearing by either an attorney or another Company Individual. If Individual chooses to be represented by legal counsel, Individual must provide the Company with written notice of this intention within 15 days after the request to arbitrate has been submitted. The Company will only be represented by an attorney if Individual is represented by an attorney.
10. **The Hearing:** The arbitrator may order the parties to submit pre-and/or post-hearing briefs. All testimony taken at the hearing before the arbitrator shall be under oath. Either party shall have the right to have a written transcript of the proceedings at the party's own expense.

11. **Arbitrator's Decision:** The arbitrators shall issue a written decision within 21 days, or as soon thereafter as practicable, of the later of the conclusion of the hearing or, where applicable, the receipt of the briefs. This decision, which shall set forth the essential findings and conclusions on which it is based, shall be final and binding on the parties. Therefore, other than a petition to confirm, vacate or modify the decision, neither party may initiate a lawsuit that in any way arises out of or relates to the dispute. The decision of the arbitrator may be entered as a judgment in a court of competent jurisdiction.
12. **Severability / Reformation:** In the event that any paragraph, or provision within a paragraph, of this Agreement and/or the arbitration procedure set forth herein, is determined to be illegal or unenforceable, such determination shall not affect the validity or enforceability of the remaining paragraphs, or provisions within a paragraph, all of which shall remain in full force and effect. A court of competent jurisdiction may reform this Agreement and/or the arbitration procedure set forth herein, if necessary to intent of the parties to resolve the specified disputes through arbitration.
13. **At-Will Employment:** Nothing in this Agreement in intended to alter the at-will status of Individual's employment with the Company.
14. **Entire Agreement:** This Agreement constitutes the entire agreement and understanding between the parties on the subject matter herein and fully supersedes any and all prior agreements or understandings, written or oral on said subject matter. Any amendment or modification to this Agreement shall be effective only if in writing, signed by all the parties to this Agreement.

Date: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Individual)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Company)

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_





## CONFIDENTIALITY AGREEMENT

This Confidentiality Agreement (this "Agreement") is made effective \_\_\_\_\_ (the "Effective Date"), by and between Stoneridge Protection & Investigative Services, a California corporation (the "Company") and \_\_\_\_\_, an individual domiciled in the State of California, County of \_\_\_\_\_ (the "Individual").

1. Agreement. The Individual acknowledges that his deployment with the Company necessarily includes the sharing of confidential information regarding the business and personal affairs of the Company and its principals, clients and potential clients. In connection therewith:

(a) The Individual agrees that he will not disclose to any Person: (i) any information concerning the Company, its principals, clients or potential clients, or their respective personal or business affairs, without the prior written consent of the Company or (ii) the identity of any client of the Company; *provided*, that the Individual may make such disclosures (1) if required by law, regulation or rule of any U.S. Federal, state or municipal governmental authority or any court order or other legal process or (2) to the extent the information being disclosed is available through public sources or is obtained by the Individual from a third Person who, to the Individual's knowledge (after due inquiry), is not prohibited from conveying such information by any contractual, legal or fiduciary obligation to any Person. As used in this Agreement, the terms "Person" means any individual, corporation, partnership, limited partnership, limited liability limited partnership, limited liability partnership, limited liability company, trust, estate unincorporated organization, association, governmental entity or other entity, and the heirs, executors, administrators, legal representatives, successors and assigns of such Person where the context so admits. The Individual acknowledges that all communications by and between he or she and the Company shall be confidential and shall be deemed to include all information conveyed by the Company to the Individual orally, in writing, by demonstration, or by other media.

(b) The Individual acknowledges and agrees that the Company owns all right, title and interest in and to the Security Service Business System (hereafter defined). The Individual acknowledges and agrees that: (i) the Security Service Business System consists of trade secrets and confidential and proprietary information and know-how that gives the Company a competitive advantage; (ii) the Company has taken all measures necessary to protect the trade secrets and the confidentiality of the proprietary information and know-how comprising the Security Service Business System; (iii) all material or other information now or hereafter provided or disclosed to the Individual regarding the Security Service Business System is disclosed in confidence; (iv) the Individual has no right to disclose any part of the Security Service Business System to anyone; and (v) the use or duplication of the Security Service Business System or any part of the Security Service Business System in any other business would constitute an unfair method of competition, for which the Company would be entitled to all legal and equitable remedies, including injunctive relief, without posting a bond. As used in

this Agreement "Security Service Business System" means the Company's format and method of doing business, conducting security assessments and surveys, and obtaining clients now or in the future that is developed, used and/or modified by the Company in the exercise of their reasonable business judgment for the operation of the Company, including but not limited to: (A) the development of client lists, contacts and background information; (B) distinguishing characteristics related to the management and operation of the Company; (C) design, signs and furnishings; (D) selection of equipment; (E) operating, marketing, training and other systems, procedures and standards; (F) the standards of service and quality used in the operation of the Company's business; (G) historical information, tax returns, financial statements, future projections, and forecasts concerning the Company's revenues, profits, gross margin, assets, net worth, market share and the like; (H) descriptions of the experience and job responsibilities of key Individuals; (I) sales and marketing operations and plans; (J) information and data concerning services, processes, specifications, technology, research, know-how, personnel and management; and (K) contacts, contracts, software, formulas, processes, designs, sketches, photographs, plans, drawings, specifications, samples and, reports. Security Service Business System includes all of the above information and data as it pertains to and/or concerns both the Company and also its clients and certain of its affiliates and principals. It may be in written, graphic, or oral form and contained on any medium (magnetic or otherwise). It may be tangible or intangible, whether or not such information is designated as being confidential at the time of disclosure. The Individual acknowledges that the information comprising the Security Service Business System is confidential, important and material.

(c) The Individual acknowledges a duty of loyalty to the Company and as such will not provide services directly to the Company's clients during the course of his deployment with the Company. He will not engage in any business, venture or transaction, whether directly or indirectly, that might be competitive with the business of the Company or that would be in direct conflict of interest to the Company. Any breach of this Agreement by the Individual shall constitute a breach of the terms of his deployment and his employment shall immediately terminate.

(d) In addition to any other remedies provided by applicable law, the Individual acknowledges that the Company will have the right to enforce the terms of this Agreement through a temporary and permanent injunction or such equitable remedies as a court of competent jurisdiction will allow, without the requirement of showing irreparable harm, proving actual damages, or posting of a bond.

2. Noncompetition. The Individual covenants and agrees that he will not carry on a similar business to the business of the Company within any established market regions of the Company for a period of at least two (2) years after the date of his resignation or termination. The Individual agrees that during such two (2) year period he shall not use any advantages derivable from the Security Service Business System or other confidential information for his own account, unless the same is done with the express written consent of the Company and pursuant to a new agreement executed by the parties hereto. The non-competition provisions of this Agreement are an essential and material part of the total agreement.

3. Indemnification. The Individual shall defend, indemnify and hold harmless the Company and its officers, directors and shareholders from and against any and all claims, demands, causes of action, losses, damages, liabilities, judgments, costs and expenses (including reasonable attorneys' fees, whether suit is instituted or not) (collectively, "Claims") asserted against or incurred by the Company as a result of any violation of, or failure to comply with, the

provisions of this Agreement by the Individual or other parties to whom the Individual disseminates any confidential information except as permitted under this Agreement.

4. Miscellaneous.

(a) Any and all additions, modifications, and waivers of this Agreement must be made in writing and signed by all parties. However, the failure of a party to insist on full compliance with any provisions of this Agreement in a particular instance shall not preclude it from requiring full compliance thereafter.

(b) No failure or delay by a party in exercising any right, power or privilege under this Agreement will operate as a waiver thereof, nor will any single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any other right, power or privilege under this Agreement.

(c) This Agreement is made and shall be governed and construed in accordance with the laws of the State of California, without regard to the choice of law principles. The proper venue for any action arising from or in connection to the interpretation or enforcement of this Agreement shall be decided by the Company.

(d) If any portion of this Agreement shall be held invalid, such invalidity shall not affect the other provisions hereof, and to this extent, the provisions of this Agreement are to be and shall be deemed severable. If any party hereto incurs any legal fees, whether or not action is instituted, to enforce the terms of this Agreement or to recover damages or injunctive relief for breach of this Agreement, it is agreed that the successful or prevailing parties shall be entitled to reasonable attorney fees and other costs in addition to any other relief to which it or they may be entitled.

(e) This Agreement constitutes the entire understanding between the parties and supersedes all previous understandings, agreements, communications and representations, whether written or oral, concerning the discussions by and between the parties hereto and the Security Service Business System. This Agreement shall not be assigned in whole or in part by either party without the prior written consent of the other party.

(f) This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first written above.

COMPANY:  
Stoneridge Protection & Investigative Services,  
a California corporation

INDIVIDUAL:

By: \_\_\_\_\_

\_\_\_\_\_  
Signature

Name: \_\_\_\_\_

Title: \_\_\_\_\_

\_\_\_\_\_  
Print Name



## INDIVIDUAL SERVICES AGREEMENT

This Agreement is entered into by and between \_\_\_\_\_ ("Individual") and Stoneridge Protection & Investigative Services ("SPIS") and it will serve to memorialize the understanding (contract) between SPIS and Individual.

1. Individual agrees that while working for SPIS and for one year thereafter should expiration, cancellation or termination occur, Individual will not solicit any client of SPIS to seek work as an employee or vendor of SPIS's client.
2. Individual further agrees that if he or she is solicited by SPIS's client for the purpose of employment, Individual shall notify SPIS as soon as possible in writing.

This agreement will serve as a binding contract between SPIS and Individual until one year from Individual's last work day at SPIS.

Date: \_\_\_\_\_

\_\_\_\_\_  
*Signature of Individual*

Date: \_\_\_\_\_

\_\_\_\_\_  
*CEO, Stoneridge Protection & Investigative Services*



**PLEASE READ AND MAKE SURE YOU UNDERSTAND THE FOLLOWING  
BEFORE YOU SIGN AND DATE THIS AGREEMENT.**

I hereby affirm that all aforementioned information is true without reservation. I further authorize STONERIDGE PROTECTION & INVESTIGATIVE SERVICES (Company) and it's management and the management of any company or person or firm by which I have been employed heretofore, to answer any and all inquiries as to my conduct and qualifications while in such services, and to state so far as they may know, the cause of my leaving the same and hereby release any and all such companies, firms and persons from any liability for damage of whatever nature, on account of furnishing information for use in determining my fitness for employment. I understand that I will be subject for dismissal if anything in this application is found to be untrue. I further understand that if I am employed, I am required to act honestly, legally, and must abide by all rules and regulations of Company.

At no time will I consume any illegal drugs. At no time will I consume any alcohol or prescription drugs which could impair my responses while on duty for a period of eight (8) hours prior to my assigned duties / shift. Should I be prescribed medication, I will provide to Company a letter from my physician stating I am on prescribed medication and that I am able to perform my duties safely. I also agree that I will fully consent to a drug / alcohol test which may be required for pre-employment and or which may be required to perform my duties on a special job site to which I may be assigned to work. Furthermore, should I be found on my job site unable to perform my duties due to possible use of drugs / alcohol, I also agree to any necessary tests required by Company or it's clients. Any costs incurred for the test will be paid for by Company, or the agency requesting the tests.

I understand that only duly-authorized Company officers, employees, and agents will have access to information furnished or obtained in connection with the test; that they will maintain and protect the confidentiality of such information to the greatest extent possible; and that they will share such information only to the extent necessary to make employment decisions and to respond to inquiries or notices from government entities.

I will hold harmless Company, it's company physician, and any testing laboratory the Company might use meaning that I will not sue or hold responsible such parties for any



alleged harm to me that might result from such testing, including loss of employment or any other kind of adverse job action that might arise as a result of the drug or alcohol test, even if a Company or laboratory representative makes an error in the administration or analysis of the test or the reporting of the results. I will further hold harmless the Company, it's company physician, and any testing laboratory the Company might use for any alleged harm to me that might result from the release or use of information or documentation relating to the drug or alcohol test, as long as the release or use of the information is within the scope of this policy and the procedures as explained in the paragraph above.

This policy and authorization have been explained to me in a language I understand, and I have been told that if I have any questions about the test or the policy, they will be answered.

I understand that the Company will require a Drug Screen Test under this policy whenever I am involved in an on-the-job accident or injury under circumstances that suggest possible involvement or influence of drugs or alcohol in the accident or injury event.

I further authorize that if I am employed by said Company, and leave for any reason whatsoever, I will return any and all uniforms, badges, patches, equipment and manuals issued to me. If not I authorize STONERIDGE PROTECTION & INVESTIGATIVE SERVICES to deduct any and all amounts owed from my final paycheck.

**FAILURE TO COMPLY WITH THE ABOVE CAN AND WILL RESULT IN A DENIAL OF EMPLOYMENT, OR IF EMPLOYED BY STONERIDGE PROTECTION & INVESTIGATIVE SERVICES, IMMEDIATE TERMINATION.**

---

Signature of Applicant / Employee

Date

---

Signature of Stoneridge Protection & Investigative Services

Date





## Employee Meal Agreement

**PLEASE READ AND MAKE SURE YOU UNDERSTAND THE FOLLOWING  
BEFORE YOU SIGN AND DATE THIS AGREEMENT.**

STONERIDGE PROTECTION & INVESTIGATIVE SERVICES (Employer) enters into  
said Agreement with \_\_\_\_\_ (Employee).

We agree to the following;

- 1) The Employee shall have a meal period of thirty(30) minutes, which the employee may take within five (5) hours of the employees daily start time.
- 2) If the Employee's work day is more than ten (10) hours long, the Employee shall have a second meal period of thirty (30) minutes, which the employee shall take no later than five (5) hours after the end of his first meal period.
- 3) The nature of the Employee's work, however, sometimes will prevent the employee from being relieved of all duties during the meal period. When the work prevents the Employee from being relieved of all duties during the meal period, the Employer shall authorize the Employee to have an On-Duty meal period. The Employer's authorization shall be noted on the Employee's Time Sheet.
- 4) The Employer shall pay the Employee at the Employee's regular rate of pay for any On-Duty meal period that the Employee takes. The Employer shall not pay the Employee for any meal period that is not an On-Duty meal period.

EITHER THE EMPLOYER OR THE EMPLOYEE MAY, IN WRITING AND AT ANY TIME, REVOKE THIS AGREEMENT. THIS AGREEMENT BECOMES EFFECTIVE ON THE LATEST OF THE DATES WRITTEN BELOW.

**FAILURE TO COMPLY WITH THE ABOVE AGREEMENT, CAN AND WILL  
RESULT IN YOUR IMMEDIATE TERMINATION.**

---

Signature of Applicant / Employee

Date

---

Signature of Stoneridge Protection & Investigative Services

Date