

Cell Phone Allowance

AGREEMENT between _____ [“Employee”] and MANATT’S, INC.

Employee and Manatt’s, Inc. hereby agree that Employee shall be provided an allowance of Seven Dollars (\$7.00) per week of active employment for use toward the use, purchase, maintenance, insurance and other miscellaneous costs of a cellular phone for company use, as a replacement for or instead of a company issued cell phone.

This Agreement, and the payment of the above sum is conditioned upon the following:

- 1) Employee must be actively employed by Manatt’s in a full time capacity.
- 2) Employee shall maintain a plan and a phone with reasonable capabilities, including reception and connectivity.
- 3) Employee shall have a dedicated phone, plan, and number for that individual (may be part of a family plan, but not a disposable or pay as you go plan); Employee understands that any future phone number changes must be approved by Manatt’s.
- 4) Employee must utilize existing or company provided cell phone number at Manatt’s option.
- 5) Employee shall provide proof of plan (ex. monthly bill) at Manatt’s request.
- 6) Employee understands participation in plan does not exempt Employee from any company policies governing cell phone use, and Employee shall obey all federal, state, or local laws or ordinances governing use of mobile devices.
- 7) Any additional features or functions of a cell phone or plan, including but not limited to data plans and Applications (“Apps”), shall be at the sole expense of Employee.
- 8) Employee’s existing company phone contract must be expired, or Employee may purchase the remainder of the contract, to be eligible.

The company will not pay overages, fees, or charges above and beyond the weekly stipend.

All decisions are subject to change by management. This Agreement is contingent upon Employee’s active employment with Manatt’s, and shall terminate immediately upon cessation of Employee’s employment with Manatt’s for any reason. This Agreement shall be suspended, and no payments made, for periods when Employee is not actively employed (ex. layoff periods).

IT IS AGREED this _____ day of _____, 20_____.

Employee

Manatt’s, Inc.

By: _____

Its: _____

Employee’s Phone Number: _____