

**PURCHASE AGREEMENT SIGN OFF SHEET**

I  agree to the terms set forth in this  
Please Print Name  
Packet and the conditions set forth below.

A violation will result in the purchase deemed to be improper, and the employee will be responsible for reimbursement to the Hardin County Educational Service Center of costs associated with the improper purchase, either by payment to the HCESC or by a payroll deduction. (ORC 5705.41)

This agreement will remain active until termination of employment.

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Date

Placed in Personnel File: By: \_\_\_\_\_ Date: \_\_\_\_\_