FIXED TERM EMPLOYMENT ACCEPTANCE LETTER

November 3, 2026

Casey Example, Director of Talent Acquisition Example Employer Inc. 25 Example Avenue

Re: **Acceptance of Fixed-Term Employment — Senior Software Engineer**

Dear Casey Example:

I accept the fixed-term offer of employment extended by **Example Employer Inc.** (the "Employer") for the position of **Senior Software Engineer** per the offer letter dated November 1, 2026.

1. Fixed Term

The term begins on **January 11, 2027** and ends on **April 12, 2027**, unless extended in writing or earlier terminated per the offer letter. I acknowledge that employment will end automatically on the scheduled end date without further notice.

2. Position

Senior Software Engineer, Platform Engineering, reporting to VP of Engineering. Full Time Exempt. Work model: Hybrid.

3. Compensation

Base $185,000.00 + 15% target bonus prorated to Term.

Sign-on bonus. The offer states a gross sign-on bonus of **$2,500.00**. I have verified that part of the stated bonus has been paid.

4. Termination Before End Date

I understand that the offer letter and any related agreement govern early termination, including any payment due if the Employer terminates without cause before the scheduled end date. Nothing in this acceptance converts the engagement into indefinite or at-will employment unless expressly agreed in writing.

5. Standard Acknowledgments

I will review the workplace policies identified in the offer. I will review any separate confidentiality or inventions agreement called for by the offer before deciding whether to sign it. **Invention assignments in California.** If the employer proposes an invention assignment, its separate agreement and written

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statutory notice should identify the scope and exclusions under California Labor Code sections 2870 and 2872. This letter does not confirm delivery of that notice. **California restrictions.** California Business and Professions Code section 16600 generally voids employment restraints on lawful work, subject to statutory exceptions. This letter creates no such restraint.

No conflicting obligations. **Employment verification.** For a hire who will work for pay or other remuneration, the employee completes Section 1 of Form I-9 by the first day of employment. The employer normally completes Section 2 within three business days of that first day. For an engagement of fewer than three business days, the employer completes Section 2 by the first day. I may choose which acceptable documents to present.

Primary workplace specified in the offer: **CA**.

Sincerely,

Employee

_____ PRINTED NAME

_____ SIGNATURE

_____ DATE

Jordan Example 100 Example Lane jordan@example.com

Acknowledged by the Employer:

Employer

_____ PRINTED NAME

_____ SIGNATURE

_____ DATE

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