EMPLOYMENT ACCEPTANCE LETTER

November 3, 2026

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

Re: **Acceptance of Offer of Employment — Senior Software Engineer**

Dear Casey Example:

I am pleased to formally accept the offer of employment extended to me by **Example Employer Inc.** (the "Employer"), a Corporation, in the offer letter dated November 1, 2026 (the "Offer Letter"). This letter (this "Acceptance") confirms my acceptance of that offer on the terms summarized below.

1. Position

I accept the position of **Senior Software Engineer** in the Platform Engineering department, reporting to VP of Engineering, on a Full Time Exempt basis. Work model: Hybrid.

2. Start Date

I confirm my start date as **January 11, 2027**. I will arrive on that date prepared to complete all onboarding paperwork, including Form I-9 and tax withholding elections.

3. Compensation

I accept the annual base salary of **$185,000.00**, plus eligibility for an annual target bonus of **15%** of base salary, subject to the terms of the Employer's bonus plan.

Sign-on bonus. The offer states a gross sign-on bonus of **$2,500.00**.

Equity. I acknowledge the equity grant described in the Offer Letter: 30,000 incentive stock options vesting over 4 years with a 1-year cliff and monthly vesting thereafter, at the exercise price set by the most recent 409A valuation.. I understand that the grant is subject to Board approval, the Employer's equity incentive plan, a separate award agreement, and applicable vesting terms.

4. At-Will Employment

I understand and acknowledge that my employment with the Employer is **"at-will,"** meaning that either the Employer or I may terminate the employment relationship at any time, with or without cause or notice, subject only to the anti-discrimination, anti-retaliation, and public-policy limitations of applicable law. I understand that no representation to the contrary by any employee or agent of the Employer alters my at-

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will status unless made in a writing signed by an authorized officer of the Employer expressly referencing and modifying at-will status.

5. Policies and Handbook

I will review the workplace policies identified in the offer.

6. Confidentiality and Intellectual Property

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 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.

7. No Conflicting Obligations

I represent and warrant that: (a) I am not subject to any non-compete, non-solicitation, confidentiality, or other agreement with any prior or current employer that would prevent or restrict my performance of my duties for the Employer; (b) I have not taken and will not bring to the Employer any confidential information, trade secrets, or proprietary materials belonging to any prior or current employer; and (c) my employment with the Employer will not breach any obligation to any third party.

I confirm that I have given or will give appropriate notice to my current employer consistent with customary professional practice.

8. Work Authorization

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.

9. Entire Agreement; No Modification Except in Writing

This Acceptance, together with the Offer Letter and any documents expressly referenced therein, constitutes my understanding of the terms of my employment as of the date hereof. Any modification of these terms must be in a writing signed by both me and an authorized officer of the Employer.

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I am genuinely excited to join **Example Employer Inc.** and look forward to contributing to the team. Please let me know what else you need from me before my start date.

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

Sincerely,

Employee

_____ PRINTED NAME

_____ SIGNATURE

_____ DATE

Jordan Example 100 Example Lane jordan@example.com

Acknowledged and received by the Employer:

Employer

_____ PRINTED NAME

_____ SIGNATURE

_____ DATE

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