

**THE CAPE CONDOMINIUM ASSOCIATION
BOARD APPROVED
RULES & REGULATIONS / POLICIES & RESOLUTIONS
NUMBER _____
EMPLOYMENT AT THE CAPE CONDOMINIUMS**

*****PROCEDURE*****

**THIS REGULATION/POLICY APPLIES TO ALL EMPLOYEES OF THE CAPE
CONDOMINIUM ASSOCIATION – VANBUREN TOWNSHIP – BELLEVILLE
MICHIGAN**

Notice – At any time an employee of The Cape Condominium Association performs work (work to be logged on a work order) the hours must be reported to Better Living Service within a two week period. Failure to report hours worked within a two week period for payroll purposes will result in the hours/pay being forfeited by the employee(s).

I _____ have read and understand the
(Employee Name)
aforementioned and agree to the policy set forth this _____ day of _____ 20__.

Approved _____