



MILWAUKEE | MADISON | MINNEAPOLIS

Notice to Recruiters and Staffing Agencies

Stevens Construction Corp. ("Stevens") has an internal recruiting team. Stevens may supplement that internal capability from time to time with assistance from temporary staffing agencies, placement services, and professional recruiters ("Agency"). Agencies are hereby specifically directed NOT to contact Stevens employees directly in an attempt to present candidates "Stevens" recruiting team or other authorized Stevens' personnel must present all candidates to hiring managers.

To protect the interests of all parties, Stevens will not accept unsolicited resumes from any source other than directly from a candidate. Any unsolicited resumes sent to Stevens, including unsolicited resumes sent to a Stevens mailing address, fax machine, email address, or directly to Stevens employees will be considered Stevens' property. Stevens will NOT pay a fee for any placement resulting from the receipt of an unsolicited resume. Stevens Construction Corp. will consider any candidate for whom an Agency has submitted an unsolicited resume to have been referred by the Agency free of any charges or fees.

Agency must obtain advance written approval from Stevens' Human Resources Department to submit resumes, and then only in conjunction with a valid and recent, fully executed contract for service AND in response to a specific job opening. Stevens will not pay a fee to any Agency that does not have such agreement in place.

Agency agreements will only be valid if signed in writing by a member Stevens' Human Resources Department. No other Stevens employee is authorized to bind Stevens to any agreement regarding the placement of candidates by Agencies. Stevens hereby specifically rejects, and denies any liability under, any agreement purporting to be accepted based on negative consent, negotiation with a candidate, performance, or any means other than the signature of a Stevens' Human Resources Department employee.