

Employment Practice Helpline – Fact Sheet

Florida Surety Bonds is excited to announce that we have partnered with the national labor & employment law firm of FordHarrison LLP to provide our clients with the best possible human resource advice and legal services.

Best of all . . . a program that is provided at a significant discount and savings to you!

What Is The Legal Employment Practice Helpline?

Almost every employer at one time or another is confronted with a difficult situation involving its employees. Consulting with competent legal counsel or getting strategy tips from counsel often make or break a situation. Unfortunately, some employers are reluctant to obtain such advice out of fear of the initial monetary cost.

The Legal Employment Practice Helpline is a toll-free advice line, which gives you access to some of the country's most preeminent labor and employment attorneys who will guide you through the most effective means to resolving complicated employment issues.

What Does The Employment Practice Helpline Cover?

Concerns regarding the following topics can be addressed through the Employment Practice Helpline:

- EEOC Charges
- Discrimination
- Harassment
- Accommodating Disabled Employees
- Employment Related Concerns
- Family Medical Leave
- Wage and Hour Compliance
- Immigration
- Union Activities
- Unsafe Work Conditions
- Workplace Violence
- Collective Bargaining
- OSHA
- Terminations
- Reductions-In-Force
- Disciplining Employees
- Non-Compete Advice
- Employee Privacy/Drug Testing
- Foreign Employees/Work Permits/Visas
- Employment Contracts advice
- Employee Handbooks advice

Why Should I Use The Employment Practice Helpline?

Employment related litigation is not only financially devastating, but also can last for years and can be a significant drain on your time, resources and emotions. Oftentimes these types of claims can be mitigated or even avoided if you take the proper preventive measures.

Why Is FordHarrison Providing It at Such a Substantial Discount?

As your partners, it is in the interest of Florida Surety Bonds and FordHarrison to assist you in

handling these situations proactively, rather than playing clean up later. The attorneys of FordHarrison are available to help steer you through these situations at a special rate.

How Do I Use The Employment Practices Helpline?

You do not need to register; simply use the toll-free number at your convenience. The toll-free number is as follows: 1-877-704-1932.

Who Is FordHarrison LLP?

FordHarrison (www.fordharrison.com) has been in existence since 1978 and is one of the largest firms in the nation devoted exclusively to the representation of management in the areas of labor, employment, immigration and benefits law. FordHarrison is also the only U.S. firm in the prestigious lus Laboris international alliance of employment law firms.

FordHarrison represents clients, in a variety of industries, including air carriers, manufacturers, print and broadcast media, building & defense, contractors, hospitals, medical clinics, automobile dealerships, supermarket and restaurant chains, retailers, public sector entities and many other small, medium and large employers.

Are My Conversations With FordHarrison Confidential?

FordHarrison will be acting as your attorney, not as the attorney for Florida Surety Bonds. Therefore, an attorney/client privilege will be established protecting conversations between you and FordHarrison. If a matter develops into litigation, conversations most likely will be undiscoverable. Moreover, Florida Surety Bonds will not be privy to your conversation with FordHarrison LLP.

If I Am Sued Am I Obligated To Use FordHarrison?

No, you are not obligated to use FordHarrison as defense counsel. However, if you decide to use FordHarrison, we have negotiated a discount rate for our clients on defense matters, and FordHarrison provides the highest quality legal services.

What Other Benefits Are Available Under This Program?

FordHarrison has agreed to provide our clients with employment practice audits, employee handbook reviews and training seminars at a discounted rate. These are not services provided under the Employment Practice Helpline, as the Helpline only covers telephone advice. A price listing is included below [prices subject to change based on market].

- Preparation of arbitration agreement: \$1,250
- Preparation of a non-compete agreement and/or standard employment contracts: \$2,000
- Preparation of employee handbook: \$3,500
- Management harassment/discrimination training, with additional sessions discounted: \$3,000
- Employee harassment training: \$2,750
- Diversity training: \$2,750
- Union avoidance training: \$2,750
- Hiring/discipline/discharge training: \$2,000

What Are The Limitations On The Use Of The Helpline?

As a client of Florida Surety Bonds, for a small annual fee of \$50 you receive one (1) hour of legal advice per month from a FordHarrison attorney. For the vast majority of our clients, one hour per month is more than adequate. There is no rollover of hours if you do not use the one hour of hotline advice in a given month.

Any legal work that is performed beyond telephonic advice will be billed to you at the discounted rate, which we have negotiated with FordHarrison. However, FordHarrison will notify you if the work you have requested falls outside the scope of the Helpline and will get your authorization to perform such work before it is performed.

Next Steps

In the very near future you will receive a letter from FordHarrison LLP describing the Helpline in more detail. Once you receive this introductory letter, you can begin calling the toll-free helpline for assistance with your toughest questions.

In the meantime, you can contact Nicholas Andrews at FordHarrison if you have any questions at 1-877-704-1932 or nandrews@fordharrison.com.

Thank you for choosing Florida Surety Bonds

We encourage you to use this service and hope it is of great value to you and your company.