



## Employee Suggestion and/or Concern Form

Hillman Beer truly cares about the questions, comments and concerns of the team. This form provides an opportunity for employees to express their thoughts in a safe and secure place. This form is intended to be an avenue for constructive suggestions, resulting in solutions to continue to make Hillman a positive, productive work environment.

This form can be used without the employee disclosing their name or Hillman location. However, it may become necessary to disclose their identity if the concern is severe in nature (i.e. harassment, intoxication, theft) in order to conduct a formal investigation. Should such a disclosure become necessary, management/ownership will be discrete and contain the sensitive information within a small group of 'need-to-know' leaders.

Please submit this form by dropping it in any suggestion box, mail to P.O. Box 463 Old Fort, NC 28762 or give to any manager.

Suggestion and/or Concern:

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(Please utilize the back of this form, if necessary.)

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\*By signing this document, I understand my obligation to provide information as needed and to cooperate with an investigation, if management feels the concern is severe. Should it become necessary, I authorize the company to disclose my identity and/or details of this complaint to ownership.

Your Name: \_\_\_\_\_ (Optional)

Signature: \_\_\_\_\_ Date \_\_\_\_\_