



HEKTOEN INSTITUTE, L.L.C. 2240 W. Ogden Ave. 2nd Flr., Chicago, IL 60612. Phone 312.768-6025

CODE OF CONDUCT AND ETHICS ACKNOWLEDGEMENT FORM

On this date _____ I _____, certify that I have received and read a copy of the CODE OF Conduct and Ethics Policy. Also, I understand my responsibilities with respect to the Principles and Standards as outlined. I further agree to comply with the Principles and Standards set forth by the INSTITUTE in the CODE of Conduct and Ethics Policy.

Fax a copy of the completed Code of Conduct and Ethics Acknowledgement Form to 312-348-1940. Thank you for your cooperation.

Note: In order to be in compliance with the INSTITUTE Code of Conduct policy, all employees are required to read the Code of Conduct and Ethics Policy and complete an Acknowledgement form annually.