YOUNG HOLDING, INC.

Young Office Environments, Inc. – A Subsidiary Young Office Supply Company, Inc. – A Subsidiary

APPLICATION FOR EMPLOYMENT

An Equal Opportunity Employer

Please Read Before Filling Out This Application

This application form is intended for use in evaluating your qualifications for employment. All qualified applicants will receive consideration without discrimination due to sex, race, color, age, creed, national origin, religion, disability, genetics or any other characteristic protected by federal, state, or local laws, regulations or ordinances. No question on this application is intended to secure information to be used for such discrimination. Testing of job-related skills may be required prior to employment.

This application will receive active consideration for thirty (30) days. If you have not heard from our Company within thirty (30) days and wish to receive further consideration for employment, it will be necessary to update this form or complete another application.

| PERSONAL INFORMATION Date of Application: | | | | |
|---|--------------------|------------|----------------|------------|
| | Social Securit | y Number:_ | | |
| Name | | | | |
| (Last) | (First) | (Mi | ddle) | |
| Address | | | | |
| (Street) | (City) | | (State) | (Zip Code) |
| Length of Time at This Address: | Telepho | one No. (|) | |
| List previous addresses if address h | as changed during | the past 5 | | |
| (Street) (City) | | (State) | From (Date) | То |
| (Street) (City) | | (State) | From (Date) | То |
| (Street) (City) | | (State) | From (Date) | То |
| Are you now eighteen (18) years of If No, give date of birth | • | Yes | _No | |
| Do you have the legal right to work | in the United Stat | tes?Y | YesNo | |
| Can you provide the necessary docto commencement of employment? | | | legal right to | work prior |

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| Employment DesiredFull TimePart TimeTemporary | | | | |
|--|--|--|--|--|
| How soon can you report to Rate of pay or salary | | | | |
| Position work? desired | | | | |
| What days and hours if part time? | | | | |
| Days Hours | | | | |
| From () A.M. () P.M. to () A.M. () P.M. | | | | |
| | | | | |
| Education | | | | |
| Name & Address | | | | |
| Type of School <u>In Completed Degrees</u> | | | | |
| Elementary 5 6 7 8 | | | | |
| High School 9 10 11 12 | | | | |
| | | | | |
| College 1 2 3 4 | | | | |
| Have you ever applied for a job with us before?YesNo Have you ever worked for us before?YesNo | | | | |
| How did you come to applyEmployee ReferralFormer EmployeeNewspaper AdWalk-inOther: | | | | |
| Have you ever served in the U.S. Armed Forces?YesNo If Yes, branch | | | | |
| Date Entered Date Discharged | | | | |
| If you received other than an honorable discharge, please state reasons. (This will not constitute an automatic bar to employment.) | | | | |
| Have you ever been convicted of a crime except a minor traffic violation?YesNo. If Yes, state situation, date, court, and place where offense occurred. (The existence of a criminal record does not constitute an automatic bar to employment.) | | | | |
| Do you currently use illegal drugs?YesNo. (If Yes, describe.) | | | | |

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| Are you employed now?Yes employer?YesNo | No. If Yes, may w | we contact your present |
|--|--|-------------------------|
| Why do you desire to make a change? | | |
| Have you ever held a position ofYesNo. If Yes, please ex | | |
| How much time have you lost from w | ork during the past year? | |
| PRIOF (Start with most recent or | R WORK RECORD current employer and con | nplete in full) |
| 1. Name and Address of Employer | Telephone No. | |
| Immediate Supervisor | | |
| (Name and Position) | Date Hire | Starting Rate |
| Job Title and Duties | Date Left | Last Rate |
| Reason for Leaving | | |
| May we contact this employer? | YesNo | |
| 2. Name and Address of Employer | Telephone No. | |
| Immediate Supervisor | | |
| (Name and Position) | Date Hire | Starting Rate |
| Job Title and Duties | Date Left | Last Rate |
| | | |
| Reason for Leaving | X7 | |
| May we contact this employer? | YesNo | |

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| 3. Name and Address of Employer | Teleph | one No. | | |
|---|-----------|----------|------------|--|
| Immediate Supervisor | | | | |
| (Name and Position) | Date Hire | Startin | g Rate | |
| Job Title and Duties | Date Left | Last | Rate | |
| Reason for Leaving | | | | |
| May we contact this employer? | Yes No | | | |
| Please provide any additional infor experience, equipment operation, considering your application. | | 1 | _ | |
| | | | | |
| | | | | |
| PERSONAL REFERENCES: List two (2) personal references that have known you at least two (2) years. (Do not list any relatives.) Years | | | | |
| Name | Address | Business | Acquainted | |
| 1. | | | | |
| 2. | | | | |

PLEASE READ CAREFULLY BEFORE SIGNING

All information contained in this application is true to the best of my knowledge and belief. I authorize investigation of all statements and related information contained in this application unless herein specifically stated otherwise. I agree that any false statements or answers on this application or any misleading or incorrect statements, misrepresentations, or omission of facts made by me may render this application void and will be sufficient grounds for termination if employed by Young Holding, Inc. and its subsidiary company, Young Office Environments.

I understand that employment may be conditional upon my passing a drug screening. I agree to submit to a drug screening prior to employment and, if employed, to a drug and/or alcohol screening from time to time during the course of my employment whenever requested by the Company.

If employed, I understand that my employment is for no definite period and that I am an at-will employee. This means that if employed, I have the right to terminate my employment at any time, with or without cause or notice, and Young Holding, Inc. has the right to terminate me at any time with or without cause or notice.

I also understand and agree that any oral statements by Young Holding, Inc. associates or staff or Young Holding, Inc. documents of any type, including written personnel policies or Company guidelines, either now in effect or to be issued at any later time, are not contracts of employment or any other type of contract. Only the Executive Committee of Young Holding, Inc. has the authority to enter an employment contract and such contract, to be valid, must be in writing and signed by the Executive Committee.

| Signature | Date | | |
|---------------------------|------|--|--|
| - | | | |
| Revised: 1 September 2011 | | | |