

ALCOHOL & DRUG COMPANY POLICY

BOYCE'S MOVING SERVICE.LLC
P. O. Box 97 - Andover, KS 67002
316-733-5209 - 316-733-0320

NOTICE TO ALL NEW AND CURRENT EMPLOYEES!



Any and all employees working for Boyce's Moving Service, LLC are subject to Alcohol and Drug testing on a random basis. This includes CDL drivers, non-CDL drivers, and laborers. It is mandatory for CDL drivers, however it is policy of this company for all employees to participate. If you do not agree to take testing, do not continue your attempt to obtain a position here.

Testing:

We will contact you, either by phone, by voice mail message, by text, or in person that your name has been randomly drawn by our contract services, and your presence is due for testing within the next 30 hours. Testing is on a "walk in" basis and you do not need any appointment. Tell them you were selected for testing. Take with you and show them, any *prescription* medication you are taking.



These services are contracted with ProMed which are located at 753 N West St, Wichita, KS. They are open Monday through Friday, between 9-5.

We do not expect you to miss your testing.

Results:

The results of your tests will be given to Boyce's Moving Service within the following week. If there is a positive reading for alcohol, and/or drugs which are not prescribed to you, YOU WILL BE TERMINATED. Such activities will not be tolerated by this company.

Sign below that you understand our company policy and the consequences of failing the test.

Sign: _____ Date: _____

Print Name: _____