



KEAN

ACKNOWLEDGEMENT OF RECEIPT OF “LITIGATION HOLD” INSTRUCTIONS

I, _____, acknowledge that I have received a litigation hold memorandum from Geri Benedetto, Esq. advising me of my obligation to conduct a reasonable search for any documents, whether stored in hard copy or electronically, that may be relevant to the above litigation and to take reasonable steps to ensure the preservation of those documents.

I further acknowledge that I have read and understand the instructions contained in the memorandum from Geri Benedetto, Esq.

Signature of Recipient