



Date: _____

Work Relatedness Determination Questionnaire

Name: _____

Title: _____

Company Name: _____

Mailing Address: _____

City, State, Zip: _____

Email: _____

Telephone No.: _____

Fax No.: _____

Thank you for your interest in T K Group’s Work Relatedness Determination process which consists of the following:

Work Relatedness Determinations - (EQ Review/Extended)

As a service to our Mobile and In-house client associates, T K Group offers Work Relatedness Determinations for a fee of \$75.00 per determination. If the Work Relatedness Determination is the only service requested from the T K Group, the fee will be \$120.00 per determination.

Work Relatedness Determinations require an extensive and comprehensive case review of a workers’ audiometric and aural case by staff audiologists so as to determine if an OSHA Recordable Shift is occupationally related. Non occupational determinations may be lined off the OSHA 300 Log as such determinations are deemed unrelated to occupational noise exposure.

For your convenience, the standard version and a computer-based version is posted on our corporate website located at <http://www.tkontheweb.com/tkforms.htm> and the questionnaire is located at TK Work Relatedness Determination Questionnaire.pdf. We suggest this form be completed by the on-site Hearing Loss Prevention Program coordinator via an interview process. Every effort to ensure that all questions are answered satisfactorily is requested. An accurate employee time weighted noise exposure level is required for determinations.

You may email robertwilliams@tkontheweb.com, fax to (815) 332-5175 or mail hard copy questionnaires to the attention of Robert Williams at T K Group, Inc., 1781 S. Bell School Rd., Cherry Valley, Illinois 61016.

The determination will be returned pursuant to your report preference. Emailed documents may be encrypted for security. Please contact Robert Williams when encryption is required for email transmissions.

Please Note: There will be an additional charge for shipping/handling of hard copy reports and our terms and conditions of sale are to apply. Prices are subject to change without prior notification.

THE TERMS AND CONDITIONS OF SALE WHICH APPLY TO THIS ORDER ARE:

1. PAYMENT TERMS:

- Payments are due within 30 days from the date of the invoice.
- Interest will be invoiced for payments not made when due at the rate of 1% per month beginning on the first of the month following the due date.
- We will send invoices to the separate plants on multi plant contracts unless otherwise advised.

1a. CANCELLATION FEE AND EXPLANATIONS:

In the event that client delays testing after testing schedule is finalized in writing, a 50% cancellation fee may apply if the cancellation occurs within two weeks of the test start date.

Schedules are finalized in writing when client and T K Group agree on testing dates and times. The schedule is considered finalized when client agrees to the date or dates. Testing schedules are normally finalized approximately 15 working days prior to the agreed upon start date.

In the event of a cancellation by the client, after the schedule has been finalized, T K Group will make every effort to utilize the scheduled days elsewhere. Should T K Group utilize all scheduled van days elsewhere on short notice, the cancellation fee will be waived, if only partial van days are filled then the fee will apply for the remaining unfilled time. If a new test date is contracted, the original quotation prices will be invoiced at the time a new test date is completed.

2. PRICES ARE:

- Firm for 60 days from date of this proposal; thereafter these prices will require reconfirmation.
- Exclusive of and subject to an increase equal in an amount to any federal, local or government authority tax or duty that we are or may be required to collect or pay upon sale of the services or equipment sold.
- Subject to change should your requirements be significantly changed by the number of employees to be tested as mutually agreed upon at order acceptance.
- Subject to revision in the event you wish to purchase only portions of this proposal.
- Payable in U.S. funds.

3. DELIVERY:

For clients using mobile unit testing: The date for testing will be arranged after your order is received. We will try to protect your best interests in assuring any test date you may request, but in fairness to you as well as to our other customers, this date will be dependent upon orders on our books and the prearranged schedule of our mobile units at the time your formal order is

received. We consider our promised testing date to be a firm commitment, and we will make every effort to test on the date agreed upon. Neither party assumes responsibility for delays in testing caused by fires, labor disputes, war, actions of government authority, acts of God, unavailability of our transportation facilities, nor other circumstances or conditions not reasonably within our control.

4. SERVICES:

We are not responsible for testing employees who were not available for any reason to be in the program during the agreed upon test days. We will be pleased to help you locate a test center/clinic within your area so those personnel who missed the test can be tested at your expense.

We do not anticipate any unreliable test, however, should unreliable tests be developed for any reason, we will make every effort to retest during the period we are scheduled to be on the job site. If a retest cannot be completed within that time period, the retest will be done at the time of our next annual visit at no charge, or you may elect to send the employee at our expense to a test center/clinic to be tested. We will process any of the above audiograms into our records at the normal charge.

Our technicians will work directly with your supervisory personnel. They will have no direct authority over any of your employees.

5. THE HEARING CONSERVATION DIVISION, T K Group agrees to:

- (1) Keep confidential all of your testing data in our possession. Our reports are for your exclusive use and will be made available only to those individuals in your company whom you authorize to receive them.
- (2) Warrant all our services will be performed in accordance with Section 1910.95 of the regulations of the Occupational Safety and Health Act and to all subsequent amendments to that section. The foregoing warranty is in lieu of all other warranties, express or implied, including but not limited to implied warranties and fitness for a particular purpose.

This Contract for Services dated (insert date) _____ shall become effective when signed by an authorized officer/agent and countersigned by an authorized officer of the T K Group, Inc. This contract may be terminated by either T K Group, Inc. or by you, giving Ninety (90) days written notice. This contract amends any prior Contract with the T K Group to include the specified work as outlined in this document. The Contract for Services must be signed and returned to T K Group before any services can be performed. You may mail the agreement to T K Group at 1781 S. Bell School Rd., Cherry Valley, Illinois 61016 or fax the agreement to T K Group at (815) 332-5082.

ACCEPTED FOR:

ACCEPTED FOR
T K Group, Inc.:

Company Name:

William Schnauffer, IV

By:

Chief Executive Officer
Title

Title

Date

Date

****WE ACCEPT MASTER CARD, VISA, AMERICAN EXPRESS AND DISCOVER****

Do you wish to issue a purchase order or credit card information authorizing payment of the services covered herein?

Yes _____ No _____ Purchase Order #: _____

Yes _____ No _____ Credit Card #: _____
Expire Date: _____
Card ID #: _____
Cardholder's Name: _____
Card Type: _____

Invoice should be submitted to: _____

Should you require additional services, please give us a call at (815) 332-3460, and we will be more than happy to provide you with the necessary information. Thank you for selecting T K Group.