

## **NOTICE TO STAFFING AGENCIES**

LifeCell Corporation requires all recruiters/staffing agencies to have a signed vendor agreement on file with the Human Resources Department. Any resume received from recruiters/staffing agencies without a signed agreement in place will be considered unsolicited and LifeCell will not be obligated to pay a referral fee.

Hiring is the responsibility of the Human Resources Department. Recruiters/staffing agencies who directly contact managers and employees at the company may hinder their opportunity for a future professional relationship.

To be considered as a staffing supplier, please submit a brief one-page summary of the following:

- Agency contact information
- Area of expertise / Agency Overview
- Recruiter contact information
- Agency policy on diversity recruitment
- Firm's ability to support our hiring needs
- Fee agreement – please attach

All requests should be emailed to [sagency@lifecell.com](mailto:sagency@lifecell.com). Once your request has been received, someone from Human Resources will review your information and contact you if your agency matches our hiring needs. No phone calls please.

Effective March 13, 2008