



Electronic Signatures Policy

In order to facilitate Sprouts' collection of its team members' signatures in a timely and environmentally-conscious manner, Sprouts may require that you electronically sign certain documents, including documents that previously required handwritten signatures and/or approvals on paper documents. An electronic signature is a paperless method used to authorize or approve documents, and includes any electronic sound, symbol, or process attached to or logically associated with a document and executed and adopted by a person with the intent to sign that document.

Unless otherwise prohibited by applicable law, your electronic signature has the same force and legal effect as an original, handwritten signature. Your electronic signature on a document signals your receipt and review thereof, and establishes that you were given adequate time to review and ask questions about the document before signing.

When Sprouts requires the use of electronic signatures, you will be given an opportunity to affix your electronic signature to the applicable document(s) using computer terminals available in the store. Sprouts will retain the electronic signature along with the document with which it's connected in a secure manner that preserves data integrity and security. If you require a reasonable accommodation in using a computer to complete an electronic signature transaction, please notify your manager, supervisor or the Human Resources department.

This policy does not limit Sprouts' right or option to require handwritten signatures or to conduct business on paper or in non-electronic form, including when required by applicable policies, laws or regulations. Team members who falsify electronic signatures are subject to disciplinary action, up to and including termination of employment. Report any suspected fraudulent activities related to electronic signatures to your supervisor, manager, the Human Resources department, or the Ethics Hotline (1-855-748-5773) or www.sprouts.ethicspoint.com.