



EMPLOYMENT CONFIRMATION FORM

This form is used to confirm an offer and/or acceptance of employment for this applicant. It must be completed and signed by an employer.

APPLICANT INFORMATION

Last Name		First Name	
Middle Name(s)		Previous Last Name(s)	
Mailing Address			
Street Address			
City/Community		Territory/Province	Postal Code
Telephone (Home) ()		Email Address	
Social Insurance Number / /	Health Care Number	Marital Status <input type="radio"/> Single <input type="radio"/> Married <input type="radio"/> Common Law	Date of Birth - YY/MM/DD / /

EMPLOYER INFORMATION

Name of Company/Firm/Person			
Address			
Phone Number ()		Fax Number ()	
This Employment Is <input type="radio"/> Full Time <input type="radio"/> Part Time <input type="radio"/> Casual <input type="radio"/> Seasonal			
Start Date of Employment - YY/MM/DD / /	End Date Expected - YY/MM/DD / /	Term of Employment	
Date First Pay Will Be Received - YY/MM/DD / /	Expected Salary (Hourly)	Expected Salary (Two Weeks)	
Pay Will Be <input type="radio"/> Weekly <input type="radio"/> Bi-Weekly <input type="radio"/> Monthly <input type="radio"/> Other:			
Is this employee able to receive an advance prior to first pay? <input type="radio"/> Yes <input type="radio"/> No If yes, how much?			

SIGNATURE

_____ Employer's Job Title	x _____ Employer's Signature	_____ Date - YY/MM/DD
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Thank you for your cooperation

This information is being collected under the authority of the *Access to Information and Protection of Privacy (ATIPP) Act*, Section 41.(1)(g) and the *Northwest Territories (NT) Social Assistance Act and Regulations*. The privacy provisions of the *ATIPP Act* protect my information, and all applicants have the right to examine and request correction of his or her records and to request a review by the Information and Privacy Commissioner. If you have any questions about the collection of information, contact the Department of Education, Culture and Employment, Box 1320, Yellowknife, NT X1A 2L9 or call 1-866-973-7252 or 867-920-8921.

All sections are mandatory - Place a dash or line through boxes that do not apply to you.