**New Employee Information Sheet**

Surname:…………………………….. Frist Name:…..…………………………..………... DOB:………………………

Address:……………………………………………………………… Suburb:…………………….. Post Code……………

Mobile Number:…………………………………………………….. Tax File Number:………………………………….

Email:……………………………………………………………………………………………………………………………………..

Super Fund:…………………………………………………………………….…. Acc No:…………………………………….

**Bank Details**

Account Name:……………………………………………………………………………………………………………….……..

BSB:…………………………………………….…….. Account Number:…….………………………………………………

**White Card, Tickets & Licences**

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| **Type** | **Number** | **Expiry / Comment** |
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**Checklist**

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| --- | --- | --- |
| Completed Information Sheet |  | Copy of photo ID attached |
|  |  |  |
| Copy of licences attached |  | Time sheets printed |