EMPLOYEE DETAILS

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| --- |
| **Personal Details**  |
| Last name: | First name: |
| Street address: |
| Suburb: | Post code: | State: |
| Phone (h): | Phone (m): |
| Email: |
| Please send pay advice via  | Post 🞎 | Email 🞎 |
| Commencement date: |
|  |
| **Emergency Contact 1** |
| Last name: | First name: |
| Street address: |
| Suburb: | Post code:  | State: |
| Phone(h): | Phone(m): | Relationship:  |
|  |
| **Emergency Contact 2** |
| Last name: | First name: |
| Street address: |
| Suburb: | Post code:  | State: |
| Phone(h): | Phone(m): | Relationship: |
|  |
| **Superannuation Details** |
| Superannuation fund: |
| Membership #: | Phone: |
| ABN: | USI:  |  |
|  |
| **Bank Account Details** |
| Account name: |
| Bank: | Branch: |
| BSB: | Account number: |
|  |
| **Declaration** |
| I declare that I have been provided with: * Fair Work Information Statement
* Modern Award or agreement
* Superannuation Choice form
 |
| Signed: | Date: |
|  |

**OFFICE USE ONLY**

Completed:

|  |
| --- |
| [ ]  TFN declaration lodged with ATO |
| [ ]  Super choice form signed |
| [ ]  Fair Work information statement provided |
| [ ]  Modern award or agreement provided |
| [ ]  Employee agreement signed |
| [ ]  Employee induction complete |