Version: November 2022



Employee Information Form

	Pers	sonal Information			
Last Name:		First Name:			
Address:		City:	Province:	Postal Code:	
S.I.N:	Date of birth:	Personal Email:			
Hourly/Salary Rate:	Start Date:				
	Direct	Deposit Information			
Transit #:	Institution #:	Account #:			
*** Please att	ach a Cheque m	arked "VOID" Al	ND digital μ	proof of SIN****	
ature:			Date:		
cheque (sample below)	can be found in your pa ; or, by contacting your	financial institution.	statement, end	coded deposit slip, or	
		number (5-digit number)	ccount number u -digit number).).	sed for direct deposit.	
→ This	is the cheque number (do	not enter this number).			