

**EMPLOYEE EMERGENCY INFORMATION:**

EMPLOYEE NAME: \_\_\_\_\_

**IN CASE OF EMERGENCY, PLEASE NOTIFY:**

NAME: \_\_\_\_\_

RELATIONSHIP TO EMPLOYEE: \_\_\_\_\_

STREET: \_\_\_\_\_

CITY, STATE: \_\_\_\_\_

PHONE: \_\_\_\_\_

**SUMMER ADDRESS:**

STREET: \_\_\_\_\_

CITY: \_\_\_\_\_

PHONE: \_\_\_\_\_

**PERMANENT ADDRESS FOR W-2**

STREET: \_\_\_\_\_

CITY: \_\_\_\_\_

PHONE: \_\_\_\_\_

EMPLOYEE SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

RETURN TO HARVEY CEDARS BOROUGH HALL WITH YOUR COMPLETED EMPLOYMENT PAPERS.