

= VINEYARDS LTD =

NEW EMPLOYEE FORM
To be completed in conjunction with an (IR330) Tax Declaration Form

Full Name:			Date of Birth:				
Position:			Start Date:				
Department			Manager:				
Employee Contact Information							
Home Phone:		Mobile Phone:	Email:	Email:			
Residential Address:							
Postal Address (if different)							
Employee Bank Details (New Zealand)							
Account Name (This is the name shown on your statement)							
Bank Account Number							
Name of the Bank/Credit Union/Building Society							
Twinte of the burny crean emoty burning society							
Address of the Bank/Credit Union/Building Society							
Tradices of the builty Credit Ontoly building society							
Emergency Contact Details							
Name:							
Relationship to Employee							
Home Phone:		Work Phone:	Mobile	Phone:			
Address:							
Emergency Contact Details							
Name:							
Relationship to E	mplovee						
Home Phone:		Work Phone:	Mobile	Phone:			
Address:							

CRAGGY RANGE VINEYARDS LTD

Supporting Employment Documentation (Please complete the following checklist to ensure that you have completed/provided all relevant documentation).					
	Yes	No	Not Applicable		
Application Form					
Returned a Signed Employment Agreement					
Completed IR330 Tax Declaration Form					
Completed KiwiSaver forms (if applicable)					
Copy of Driving Licence (if applicable)					
Copy of Visa/Passport (if applicable)					
Completed Criminal History Form and I.D. (if applicable)					
Completed Credit Check Form (if applicable)					
Copies of Relevant Professional Qualifications (if applicable)					

Declaration				
I declare that the information provided on this form is true and correct and I authorise Craggy Range to process my wages/salary to the nominated account.				
Full Name:				
Signature:	Date:			