



**Town of Huntington
Office of the Treasurer**

Department and Position: _____

Date of Hire: _____

Employer Information:

Name: _____

Address: _____

Town: _____

State: _____

Home Phone: _____

Cell Phone: _____

E-mail address: _____

Social Security Number: _____

Date of Birth: _____

Please return with the following employment paperwork

____ Personnel Change Notice

____ Employment Application

____ W-4 Employee Withholding

____ Employment Eligibility Verification (I-9)

____ Copy of 2 either: a.) Driver's License b.) Social Security Card c.) Birth Certificate

____ Direct Deposit Application

____ OBRA Acknowledgement Form

____ Job Description given by Appointing Authority

____ Copy of Work Schedule Given by Appointing Authority

____ Copy of CORI

____ HCRS Application

____ Misc. forms if applicable