



A-Line Greetings
Tel: 1-800-790-1280 Fax: 1-800-771-7633
Email: customerservice@alinegreetings.com
Website: www.ALineGreetings.com

PERSONAL INFORMATION

Legal Name: _____ Telephone #: _____

Address: _____ Cell Phone #: _____

_____ E-Mail: _____

_____ Social Security #: _____

Date of Birth (mmddyyyy): _____ Fax #: _____

Date Hired (mmddyyyy): _____ Service Area: _____

Contract Rate/Salary: _____ Vehicle/Expense Allowance: _____

1st Actual Day of Work (mmddyyyy): _____ (Needed for Taxation Purposes)

****Please note that for you to be registered for our payroll, along with this personal information sheet you will need to provide copies of 2 pieces of ID, one of which should be a photo ID and either a void cheque, a direct deposit slip from your bank or ADP Direct Deposit Form. ****

I understand that I am being paid by A-Line Greetings to provide services on an employment basis. I understand A-Line Greetings will issue me a W-2 or 1099 (depending on the State you reside in) at the end of each year to report amounts paid to me in connection with the work.

I confirm that I will never discuss or divulge any information which may become available to me regarding A-Line Greetings business dealings with customers and I also agree that I will not provide service to any competing greeting card supplier or their customers while also servicing accounts on behalf of A-Line Greetings.

Signature: _____ Date: _____