

Employee Details Form

Title Mr / Mrs / Miss / Mr / Dr / Sir / Prof / The Rev. / The Hon.

Forename/s (no nick names)

Surname

Address

Postcode

Telephone Mobile

Email

Sex male / female

Marital Status single / married / divorced / widow / civil partnership / other

Previous Surname

Date of Birth / / Disabled yes / no

Nationality

Ethnic Origin white european / afro caribbean / asian / other

N.I. Number

Next of Kin

Name Relation to you

Telephone Mobile

Employee Statement

You need to select only one of the following statements A, B, or C.

- A** This is my first job since last 6 April and I have not been receiving taxable Jobseekers Allowance, Employment & Support Allowance, taxable Incapacity Benefit, State or Occupational Pension.
- B** This is now my only job, but since last April 6 I have had another job, or received taxable Jobseekers Allowance, Employment & Support Allowance or taxable Incapacity Benefit. I do not receive a State or Occupational Pension. **P45 required, please tick to confirm P45 attached**
- C** As well as this job, I have another job or receive a State or Occupational Pension.

Do you have a Student Loan which is not fully repaid and all of the following apply:

- You left a course of higher education before last 6 April.
- You received your first Student Loan instalment on or after 1 September 1998.

Yes No

