

DATA EMPLOYEE

1. DATA EMPLOYEE							
Name	Mr. / Mrs.		Social security number				
Address			Telephonenumber				
Postal code / City			E-mail				
Country			Date of birth				
			Place of birth				
Nationality			Name owner bank				
IBAN-Bankaccountnumber			account				
Identity card	type		number		valid until		
Residence permit	type		number		valid until		
Employment permit	type		number		valid until		
Hiring company							
Date of employment		Function		Scaling function group			
When CAO applicable, according to CAO			"nieuwkomer" (no experience) / "vakkracht" (experience or diploma)				
Do you have work history with the above-mentioned hiring company in the last 26 weeks ?							YES / NO
Are you doing the same or similar work in the same workplace as in the past weeks ?							YES / NO
If yes, from		until		When worked at hiring company via			
employment agency, name agency:							
How many days was the employee sick during this period ?			days				
2. DATA EMPLOYEE AGREEMENT							
Duration / duur	• duration agreement from			until			
	• duration project (replacement of)			until finally			
3. DATA PAYROLL ADMINISTRATION							
Do you want Blue Circle HRM to take into account with the payroll tax rebate ?	Yes, from						
	No, from						
4. DATA PAYROLL ADMINISTRATION							
Have you participated in the pension scheme of STIPP pension fund last year ?						YES / NO	
What was this scheme of STIPP ?						Basis / Plus	from
Have you received WIA (WAO) benefits for the last five years ?	YES / NO		If yes, from		until		
Do you receive allowance now ?	YES / NO		If yes, from		until		
Type allowance:							
Gross salary	€	per	hour / day / week / 4 weeks / month				
Working hours per week							
Working hours parttimer	Mo	Tu	We	Th	Fr	Sa	Su
Payment salary per	week / four weeks		(payment on Friday after termination chosen period)				

Initials  
hiring company

Initials  
employee

Data employee (continuation)

4. DATA PAYROLL ADMINISTRATION

Travel expenses	€	per day (max € 0,19 p/km)	Number km's per day	
Cost compensation	€	gross/net	per	hour / day / week / 4 weeks / month
Nature cost compensation				
When company car with private use of car:				
Car brand		Model		Year of construction
Original new value (net catalog price calculated by importer + VAT + BPM)				
Personal contribution employee for private use car				
If employee does not drive private please attach tax office declaration				
Other explanation:				

5. SIGNATURE HIRING COMPANY

With the signing of this form, the hiring company declares that:

1. he has filled this form (blocks 1 to 4) completely and truthfully;
2. he has verified the original identity card of the payroll employee for validity and authenticity, as well as the identity of the payroll employee and he has made a legible copy of the identity card and, if applicable, of the employment permit;
3. the payroll employee's working history with the hiring company is shown in full and correct.
4. he is aware that there is only an agreement with Blue Circle HRM B.V. after the 'overeenkomst van opdracht' is completely signed by both parties.

Place:		Signature hiring company:	
Date:		Name in block capital:	

6. SIGNATURE EMPLOYEE

With the signing of this form, the employee declares that:

1. he has filled this form (blocks 1 to 4) completely and truthfully;
2. he has shown to his contactperson at the hiring company his original identity card, that his contactperson has verified his identity and made a copy of his identity card;
3. he will inform Blue Circle HRM B.V. and the hiring company early about changes and/or additions in the given data including the withdrawal of a residence permit;
4. the working history has been completely and correctly filled in;
5. he has received a risk assessment of the workplace;
6. he has received the applicable safety and household rules of the hiring company;
7. he is aware that there is only an employment agreement with Blue Circle HRM B.V. when the form "Data employee" is completely filled in and signed, when a legible copy of a valid identity card (and when applicable employment permit has been obtained) and when the employment agreement, to which the NBBO CAO applies, has been fully signed by both parties.

Place:		Signature employee:	
Date:			

POINTS OF ATTENTION

Before sending check:

- form is completely filled in and is signed by both hiring company and employee
- good legible copy of valid identity card is attached (at passport copy all completed pages, at ID-card copy front- and backpage)

When applicable attach:

- copy residence and employment permit.
- copy certificate education institute