

APPENDIX 4 - MODEL EMPLOYER'S STATEMENT

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| Employer's particulars | Employer's name: Employer's address: Postcode and town: Chamber of Commerce number: | |
| Employee's particulars | Employee's name: Employee's address: Postcode and town: Date of birth: Commencement of employment: Position: | <input type="checkbox"/> male <input type="checkbox"/> female(day-month-year) |
| Type of employment contract | The employee: Is there a trial period? Is there any intention to terminate the employment in the near future? If so, please explain: Director / shareholder: | <input type="checkbox"/> is employed for an indefinite period / on a permanent basis <input type="checkbox"/> is employed for a definite / on a temporary basis until..... <input type="checkbox"/> is flexibly employed as a..... (e.g. temporary agency worker, stand-in worker or on-call worker) <input type="checkbox"/> no <input type="checkbox"/> yes If so, has the trial period passed? <input type="checkbox"/> no <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> yes <input type="checkbox"/> no <input type="checkbox"/> yes |
| Employment continuation statement (if applicable) | If the employee continues to perform as at present and business conditions remain the same, the contract for a definite period will be converted into a permanent appointment when that period expires: | <input type="checkbox"/> no <input type="checkbox"/> yes (extra signature and company stamp) Name of signatory: |
| Income | 1. Gross annual salary ¹ 2. Holiday allowance ² 3. Unsocial hours bonus ⁴ 4. <u>Regular</u> ³ thirteenth month's salary 5. Commission ⁴ 6. <u>Regular</u> ³ Christmas bonus 7. Overtime allowance ⁴ 8. | € (basic salary exclusive of overtime, etc.) € € € € € € € |
| Loans / attachment of wages | Have you provided the employee with a private loan? Have the employee's wages been attached or has an assignment of those wages imposed? | <input type="checkbox"/> no <input type="checkbox"/> yes If so, commencement date: Principal sum €.....term.....annual payment €..... <input type="checkbox"/> no <input type="checkbox"/> yes If so, the maximum monthly amount attached €..... |
| <p>¹⁾ The gross annual salary based on the usual number of working weeks in the sector. ²⁾ If holiday vouchers were issued, note their entire value. ³⁾ Regular refers to the unconditional income components laid down in the employment contract. ⁴⁾ If there is a structural allowance for unsocial hours, provision and/or overtime allowance, note the amount granted over the past 12 months.</p> | | |
| <p>The signatory declares on behalf of the employer that this form was completed truthfully. Name of signatory: </p> <p>Should you want to verify the information, please contact:</p> | <p>Signed in.....on</p> <p>Signature and company stamp:.....</p> <p>Name:.....Tel.:</p> | |