

FORMS NEEDED IN FOLDER	Date	notes
Employment Application		
W-4 for Federal Taxes signed		
VA -4 for State Taxes - Signed		
I-9 Homeland Security - Signed		
Ampa Non Disclosure - Signed		
Copy of Social Security Card		
Direct Deposit Form		
Driver's License Copy		
Ampa Handbook - Read & Signed		
DMV Report		
Background check		
Offer Letter		

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