

EMPLOYMENT CONTRACT

NAME: _____

ADDRESS: _____

POSITION: _____

ACCOUNTABILITY: (reporting process)

RESPONSIBILITIES/TASKS to be accomplished in this position are:

TERM:

This contract is for a period from _____ until _____. Term may be extended upon mutual agreement of the parties involved. Term may be ended in accordance with the notice periods set out in the Employment Standards Act of Ontario.

RATE OF PAY:

This position provides a rate of salary of \$ _____ annually, paid (weekly, monthly, other), less deductions as required by law.

BENEFITS:

If any: As outlined in Lay Employee Benefits, Guidelines document 2-2.

HOURS OF WORK:

VACATION:

Vacation pay equal to 4% of gross annual pay, (or otherwise negotiated).

The terms outlined in this document constitute entire agreement. No further commitments have been made other than those stated.

Signature: Church

Signature: Employee

Date

*Sign two copies. One copy to employee. One copy to employer.