

18 HR Forms

Pre-employment forms, hiring forms, employee forms and termination forms

1. Employment Application with Employee At Will Acknowledgment (without Arbitration Provision)
2. Reference Checklist
3. New Hire Checklist
4. Acknowledgment and Receipt of Employee Handbook and Acknowledgment of At Will Employment
5. Employee Evaluation with Employment At Will Notice
6. Employee Warning and Disciplinary Action Report with Employment At Will Notice
7. Non-Solicitation Agreement
8. Property Receipt Form
9. I-9 English edition (.pdf format)
10. I-9 Spanish language (.pdf format)
11. Weekly Work Schedule – Postable (Microsoft Excel format)
12. Monthly Employee Time Record (Microsoft Excel format)
13. Monthly Employee Time Record / days 1st-15th and 16th-31st (Microsoft Excel format)
14. Overtime Authorization
15. Leave Request - Non-FMLA, Jury Duty, Vacation, Personal and Military Service
16. Property Return
17. Exit Interview
18. Termination Report