

**ADVANCE STAFFING
P.O. Box 2018
Mountain View, CA 94022**

**Hours Line
650-966-8611**

Required Documents to be supplied to Advance Staffing

No offer or acceptance of employment with **Advance Staffing** will be considered valid or enforceable until all the documents listed below have been supplied to **Advance Staffing** and are authentic.

1. Completed Application/Verifiable.
2. Completed I-9 Form
3. W-4 form completed.
4. Photo Copies of Driver's License/Passport.
5. Photo Copy Social Security Card.
6. Agreement to policies and procedures.

**Mail
All 6 Items**

OTHER: Statement of Condition Sheet. This document states that Advance Staffing has been made aware of, (on this sheet), any physical, medical or other condition that may inhibit, restrict or alter your ability to perform work or to be available to perform work. Any Workman's Comp. claims you have filed in any State in the past Two Years.

1. q _____
2. q _____
3. q _____
4. q _____
5. q _____
6. q _____