

EMPLOYER'S EARNINGS CERTIFICATE

NOTES FOR PEOPLE WHO ARE APPLYING FOR BENEFIT.

You should fill in section 1 of this form, then hand it to your employer and ask them to fill in sections 2 and 3. Your employer must then return the form to you, as you are responsible for the information given and you should send it to us as soon possible. If both you and your partner work, you must fill in separate forms.

SECTION 1: You must fill this in.

You

Name

Address

Payroll Number

National Insurance Number

Occupation

Your Signature

Date

SECTION 2: Your employer must fill this in.

Employer's Name

Business Address

Telephone Number

Please sign this form and stamp it with the firm's official stamp.

Please give details of any wage increase within the last 12 months.

Date of increase

Date increase was backdated to

New hourly rate

New hours worked every week

Date of increased or reduced hours

Please give details of how wages are paid.

Bank

Cheque

Cash

Your Signature

Date

