



WEST CONTRA COSTA PUBLIC EDUCATION FUND

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FISCAL PROJECT EMPLOYMENT INFORMATION FORM

All employees who will receive paychecks issued by The Ed Fund must submit the following documents to The Ed Fund before any paychecks will be issued:

1. The Ed Fund Fiscal Project Employment Form (this document)
2. A W-9 Form (via edfundwest@bill.com).

Name (please print): _____ (First Middle Last)
*Home Address: _____ (Street Apt. # City Zip)
*Best Phone Number: _____ Email: _____
Person to contact in case of emergency (please print): _____
Phone Number: _____
Your Signature: _____
Date: _____

Submit your employment form, proof of fingerprint clearance (LiveScan), proof of negative T.B test, W-9 Form (via edfundwest@bill.com), and a signed fiscal project contract to Kimberly Stewart kimberly@edfundwest.org.

*Notify the Ed Fund and your Site Manager if your address and/or phone number changes from what you have written on this form. The Ed Fund will send all documents to the address indicated on this form.