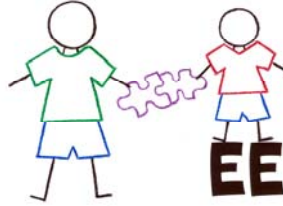


Exceptional Expectations, L.L.C.



Helping families put together the pieces.

Documents Required for Hiring

Before billing hours, the following must be completed

Name _____

- _____ 3 letters of personal/professional reference – forms available online
- _____ Completed application
- _____ Copy of driver's license or state ID
- _____ Copy of social security card or birth certificate

- _____ Independent contractor contract
- _____ W-9 Form
- _____ Employee manual form
- _____ Emergency contact form
- _____ Notarized Criminal Record Self-Disclosure
- _____ Training agreement

Cost of following will be reimbursed after 30 days (only if you don't already have certification)

- _____ Proof of CPR
- _____ Proof of First Aid
- _____ Completed Article 9 test – submit copy of certificate or curriculum will be completed at initial Training and Orientation

Cost of clearance card will be reimbursed after 90 days (only if you don't already have a card)

- _____ Fingerprint clearance card – if you don't have one, you will receive a packet at orientation.

Signature of Applicant

Date