



## Michelle Companies

Cathy's Soul For Real Eatery/Pimped Out Pickles+  
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**RE:** Employee Onboarding and/or New Hire Documents:

I \_\_\_\_\_, New Employee

**Certify that I received, reviewed, initialed, and signed the following documents:**

Description of Document	Initial
1. Copy of Employee's State Identification/Driver's License	_____
2. Copy of Employee's Social Security Card	_____
3. Employment Application	_____
4. Employee Agreement	_____
5. Employee Eligibility Verification Form (I-9)	_____
6. Employee Identification (Work)	_____
7. Employee Manual ( <b>Dated April 1, 2025</b> )	_____
8. Employee Resume, Degrees, Certificates, etc.	_____
9. Employee's Withholding Certificate (W-4)	_____
10. Current Hepatitis Record	_____
11. ServeSafe Certificate (Where applicable)	_____

\_\_\_\_\_  
 Employee Print

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Employee Signature

\_\_\_\_\_  
 Michelle Companies/HR Signature

\_\_\_\_\_  
 Title