

Online Application Consent Form/ Electronic Pay Stubs and W-2

Online Application Consent

I hereby declare that all statements contained in this application are true and correct and understand that false or inaccurate information in this application will be the basis for termination. I hereby authorize you, all former employers and other given by me as reference, to answer all questions and to give all information in connection with this application or in any way concerning me. I hereby authorize this company to investigate my background inclusive of criminal records and I also agree to submit to a drug screen upon request or as specified by company policy. Your employment of me will not be for a fixed period of time and may be terminated by you at any time without liability to me except for wages and salary as have been earned by me at the date of such termination. I also understand and agree that it is my responsibility to notify you of my availability on a weekly basis at a minimum and after my assignments are completed, and if I do not, my employment will be considered terminated.

Employee Signature

Date

Electronic Pay Stubs and W-2 Consent

Priority Staffing Group. Ltd offers ALL employees online access to view, save and print pay stubs and W2 statements.

Pay Stubs

I understand that as an employee of Priority Staffing Group I can access copies of my pay stubs electronically by creating an employee login with the instructions provided. Paystubs are available to all employees regardless of pay method, both paper checks and paycards.

W2 (options)

I elect to receive my **W2 electronically** - *QUICKEST, SAFEST, MOST CONVIENENT method.*
I understand that my year end W2 will be uploaded electronically and can be accessed through the Priority Staffing Group website for retrieval on **January 15th** of each year.

OR

____ *Opt Out – I elect **not** to receive my W2 electronically and understand a **hard copy** will be mailed By **January 31st** of each year. My W2 will be mailed to my address on file. I am responsible and agree to notify Priority Staffing Group with any address changes. I understand that I may be charged a printing fee if my W2 is mailed to the wrong address and a duplicate copy is printed.*

Online Access to your electronic Pay Stubs and W2

(Printed instructions are available at each application area)

1. Visit our website www.prioritystaffinggroup.com
2. Click on EMPLOYEE PAYSTUB AND W2 LOGIN

NOTE: Priority Staffing Group will **not** store or have access to your username or password.

Please record your login credentials.

Employee Signature

Date