



New Starter Form

First Name: _____ Surname: _____

Address: _____

Date of Birth: ____ / ____ / ____ Phone Number(s): _____

E-mail address: _____

NI Number: _____

Job Title: _____ Employee Number: _____

Department: _____

Start date: ____ / ____ / ____ Rate of pay: £ _____

Student Loan Deductions? Yes ☐ No ☐

Emergency Contact Info:

Full name: _____

Address: _____

Phone Number(s): _____

Relationship: _____

Do you have a P45 or P46? Yes ☐ No ☐

Enclosed?

If not, why not? _____

Proof of entitlement to work in the UK? _____