



Corporate Offices
 6160 Summit Drive N., Suite 600
 Brooklyn Center, MN 55430 763-565-7000

- Transport Leasing/Contract, Inc.
- Payroll Plus Corporation
- The Labor Source, Inc.

Personnel Office
 802 Wabash Ave., Suite 1
 Chesterton, IN 46304
 Ph 800-926-8440
 Fax 219-926-8627

TLC Client Name: _____
 TLC Client ID Number: _____

DATE OF APPLICATION: ____/____/____

All questions on this form must be completed. Please print and use ink.

PERSONAL INFORMATION			
Name: _____ <small>Last First Middle</small>		Social Security Number: _____	
Address: _____		County: _____	
City, State, Zip: _____		Phone Number: _____	
Are you subject to Local/City tax? (circle one): YES NO		If Yes list township, borough and school district: _____	
	High School	College/University	Graduate/Professional
School Name			
Years Completed	9 10 11 12	1 2 3 4	1 2 3 4+
Diploma/Degree			
Describe Course of Study			
Describe specialized training, apprenticeship, skills and extra curricular activities: _____			

EMPLOYMENT HISTORY		
<i>Please list present and past employment, beginning with the most recent position:</i>		
Company Name: _____	From: _____	To: _____
Address: _____		City, State, Zip: _____
Telephone: (____) _____	Supervisor Name: _____	Type of Business: _____
Reason for Leaving: _____	Weekly Starting Wage: _____	Weekly Ending Wage: _____
Job Title: _____ Please describe your duties: _____		
May we contact this employer?		If NO, why? _____

Company Name: _____	From: _____	To: _____
Address: _____		City, State, Zip: _____
Telephone: (____) _____	Supervisor Name: _____	Type of Business: _____
Reason for Leaving: _____	Weekly Starting Wage: _____	Weekly Ending Wage: _____
Job Title: _____ Please describe your duties: _____		
May we contact this employer?		If NO, why? _____

Revised 05/23/13

Employment History (Continued)

Company Name:		From:	To:
Address:		City, State, Zip:	
Telephone: ()	Supervisor Name:	Type of Business:	
Reason for Leaving:	Weekly Starting Wage:	Weekly Ending Wage:	
Job Title:	Please describe your duties:		
May we contact this employer?	If NO, why?		

GENERAL INFORMATION

Are you prevented from lawfully becoming employed in this country because of your visa or immigration status? (*Proof of citizenship or immigration status will be required upon employment*)

NO YES – Please Explain:

If you are a resident of Massachusetts or if you are applying for work in Hawaii, Illinois, Minnesota, Rhode Island, Buffalo NY, Philadelphia PA, or Newark NJ disregard this question. Answering Yes to this question will not automatically disqualify you from being hired.

Have you ever been convicted of a felony? (convictions will not necessarily disqualify an applicant)

NO YES – Please Explain:

NOTICE TO APPLICANTS:

This employer complies with all applicable equal employment opportunity laws and regulations. We will not use the information on this application to discriminate against an individual with respect to their compensation, terms, conditions, or privileges of employment because of race, color, religion, sex, age, national origin, disability, genetic information, or any other protected classification under local, state or federal law.

The TLC Companies (TLC) participates in E-Verify, which means if you are hired information from your I-9 form will be provided to the Social Security Administration, and if necessary, the Department of Homeland Security, to confirm work authorization.

The facts set forth in my application for employment are true and complete. I understand that if employed, any false statement on this application may result in my dismissal. I further understand that this application is not and is not intended to be a contract of employment, nor does this application obligate the employer in any way if the employer decides to employ me. You are hereby authorized to make any investigation of my personal and employment history, and financial and credit record through any investigative or credit agency(ies) or bureaus of your choice.

A BACKGROUND CREDIT REPORT MAY BE REQUIRED IF, IN YOUR JOB, YOU WILL HAVE ACCESS TO CASH OR SECURITIES, PERSONAL INFORMATION AND/OR CONFIDENTIAL INFORMATION.

Should I become an employee of TLC and an on-the-job injury occurs, I understand TLC may require a post injury drug and/or alcohol test. My refusal to submit to a drug or alcohol test may be grounds for termination. I will hold harmless all parties, including TLC and/or its affiliates, from any liability due to my refusal to test and/or the reporting of any results of such test.

It is also understood that TLC reserves the right to unilaterally abolish or modify any personnel policy without prior notice. In consideration of my employment, I agree to conform to the rules and regulations of TLC. For applicants in at-will employment states, I understand that my employment and compensation can be terminated, with or without cause, and with or without notice, at the option of either TLC or myself (Montana is not at-will employment state).

I understand that no representative of TLC, other than the President or joint consensus of the Board of Directors, has any authority to enter into any agreement for employment for any specified period of time, or to make any agreement contrary to the foregoing.

Applicant Signature: _____ Date: _____

The TLC Companies considers applicants for all positions without regard to race, color, religion, sex, national origin, age, veteran status, disability, genetic information, or any other protected classification under local, state or federal law.