**Miscellaneous Services Contract**

If not a previous employee, please have individual fill out new employee paperwork\* to be forwarded with this contract.

**Date:**

**Name / Employee ID:**

**Address:**

**Department in which work will be performed:**

This document reflects your agreement with UW-Whitewater to provide the services indicated below. The period covered by this agreement is **xxxxxx to xxxxxx**. For these services you will be paid **$\_\_\_\_\_\_\_\_\_\_\_**.

**Description of services being provided:**

**Estimated hours per work week to perform these services: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Funding string to be charged for services: **000-0-000000**

\*Contingency: This appointment is conditional pending the results of a criminal background check. The appointment

 will be withdrawn or terminated if the results are unacceptable.

\*Completed New Employee Paperwork (I-9, W-4 and Direct Deposit, etc.) must be submitted to Human Resources &

 Diversity in order to complete the hiring process.

 \_\_ \_

**Dept. Dean Date Budget Office Date**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Asst. /Assoc. Vice Chancellor Date Provost/Chancellor *sign ONLY if direct report*  Date**

Please sign to indicate your acceptance of this appointment as outlined above. Payments cannot be processed

until a signed copy is received.

**Employee Signature****Date**

**Once *all necessary signatures* are obtained, please forward to Human Resources, Hyer 330; Fax 262/472-5668;**

**Phone: 262/472-1024.**

Previous employee Y\_\_\_/ N\_\_\_ Continuity Code: \_\_\_\_\_\_\_\_\_\_

Prior 2011 WRS: \_\_\_\_\_ State: \_\_\_\_\_\_ Local: \_\_\_\_\_\_\_

ACSD: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Ben Serv Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Rehired Annuitant: Y\_\_\_\_/N\_\_\_\_\_ Form Sent: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Retire **Pre 7/2/13** or **Post 7/1/2013**

WRS: **elect WRS/no WRS/require WRS**