



Contract For Employment with Oakland Yard Athletics Summer Camp 2017

Name _____

Oakland Yard Athletics is pleased to extend you an offer to be part of our 2017 Summer Adventure Camps.

Please complete the following and return to the camp director within 2 weeks of receiving this packet, but no later than Monday, June 5th. This contract can be mailed to:

Oakland Yard Athletics, 5328 Highland Road, Waterford, MI 48327 – Attn: Nikki Benning

The following must be completed in full and submitted to the Camp Director:

- A current Camp Staff Application
- Health History Form for Camp Employee
- Voluntary Disclosure Statement
- IRS Form W-9 for the current tax year
- Independent Contractor Payroll Information Sheet
- If under age 18, a Work Permit (obtained from your school).
- Copy of Driver’s License and Social Security Card (or visual verification by manager) Initial here for visual verification: _____ date _____

You will not be permitted to work until this completed contract and packet has been turned in.

Reminder – If applicable, at the end of the 2017-year, you will receive a Form 1099 from OYA and you are responsible for paying your own income taxes.

Please put a check in each box that you ARE available to work.

Please indicate if you can work AM (morning camps) or PM (Camp Freestyle) or both for each week.

Remember that AM is 8:30am to 12:30pm and PM is 12:00 to 5:00pm.

WEEK DATES	Week 1 6/19 - 23	Week 2 6/26 - 30	Week 3 7/5 - 7	Week 4 7/10 - 14	Week 5 7/17 - 21	Week 6 7/24 - 28	Week 7 7/31 – 8/4	Week 8 8/7 - 11	Week 9 8/14 - 18	Week 10 8/21 - 25
8:30am – 12:30pm										
Noon – 5:00pm										

I understand that each week of morning camp is a five-day commitment unless noted and that the hours are four to six hours a day depending on if there is a field trip for the camp you are in.

Required Training Sessions for ALL Camp Staff

- First Aid/CPR/AED Certification Training – TBD
(Required only if you don't have a current certificate)
- Session 1 – Thursday 6/8 5:00pm – 8:00pm at OYA
- Session 2 – Saturday 6/10 10:00am – 2:00pm at OYA
- Session 3 – Tuesday 6/13 5:00pm – 8:00pm at OYA

Please make a note of these dates* and plan to attend ALL of them!

*Dates/times are subject to change. You will be notified if this happens.

By signing this document, you are also giving your consent for Oakland Yard Athletics to conduct a background check on criminal history through the Michigan State Police. Additionally, you will be required to pass a drug test. Your employment for the summer is based on the results of this background check and drug test. We reserve the right to deny your employment with our company based on the information provided as a result of this background check and drug test, or in response to your denial of either.

Please feel free to contact us if you have any questions or concerns. Thank you and we look forward to spending the summer with you!

I have read, understand and agree to the terms of employment and agree to read and uphold the expectations set forth in the employee handbook

Signature: _____

Date: _____

Printed Name: _____

**Nikki Benning
Summer Camp Director**

Office Use Only

Hire Date	Application	Work Permit	Health Form	Drug Test	Voluntary Disclosure	W-9	Independent Contractor Form	Rate of Pay	Dept
									Camp