



Tyler Conn <tylerconn60@gmail.com>

Action Required: New Employee Information Form for CHAMP Due 1/15

2 messages

Bella Nieves <isabella.nieves@champtitles.com>
To: "tylerconn60@gmail.com" <tylerconn60@gmail.com>

Mon, Jan 12, 2026 at 2:40 PM

Hello, Tyler:

Congratulations on accepting the offer for **Product Architect** – We're thrilled to have you on the CHAMP team! Your skills and experience impressed us during the interviews, and we're excited for the impact you'll make. As the next step in the hiring process, please complete the employee identification section (first page only) of the New Employee Information Form and return it via email by January 15th.

The New Employee Information form is essential for completing your registration as a new hire in our HR Portal, Insperity.

Upon receiving the completed form from you, I will add you to our HR portal, Insperity. Additionally, I will provide you with more information about the Insperity platform and the onboarding documents you will fill out.

For your reference: I've attached our **holiday schedule**, **401k Summary**, and **Insperity Health benefits**.

Below is a quick overview of some of the employee benefits that we offer here at CHAMP:

- **Unlimited PTO:** We offer an unlimited paid time off plan. We believe in supporting high performers by giving you the flexibility to take time off as needed — whether for personal reasons, family matters, or simply to recharge.
- **Holiday Schedule:** I've attached our official holiday calendar to this email for your reference.
- **401(k) Matching:** We offer a dollar-for-dollar match on 401(k) contributions, up to 4%. Eligibility after 90-days of employment & immediately vested.
- **Newly Renovated Office:** Our brand-new office space is officially open! Enjoy multiple conference rooms, modern design elements, and plenty of collaborative workspaces designed to inspire productivity and connection.

If you have any questions at all, please feel free to reach out to me via email or text/call me at (216)-313-0630 | M, W, F 8:00AM - 5:00PM

Thank you,






Bella G. Nieves
Human Resources Coordinator
Email: Isabella.nieves@champtitles.com



Champ Titles Inc.
2019 Center St, STE 202
Cleveland, Ohio 44113

The content of this email is confidential and intended for the recipient specified in message only. It is strictly forbidden to share any part of this message with any third party, without a written consent of the sender. If you received this message by mistake, please reply to this message and follow with its deletion, so that we can ensure such a mistake does not occur in the future.

5 attachments

-  **New Employee Information Form Template .pdf**
566K
-  **2026 Independence Classic Choice .pdf**
9480K
-  **Insperity 401k Plan Essentials .pdf**
827K
-  **2026 CHAMP Holiday Schedule .docx**
90K
-  **img-cecb23ac-64e6-40f2-a113-8ab080f327a1**
7K

Tyler Conn <tylerconn60@gmail.com>
To: Bella Nieves <isabella.nieves@champtitles.com>

Mon, Jan 12, 2026 at 10:18 PM



Hey Bella!

Thanks for all of the info! Very excited to kick things off. Running out tomorrow to get the drug test done. See attached for the New Employee form and let me know if you need anything else from my end.

-Tyler

[Quoted text hidden]

2 attachments

-  **New Employee Information Form - CONN.pdf**
530K
-  **img-cecb23ac-64e6-40f2-a113-8ab080f327a1**
7K