



Welcome!

As we begin your Walmart journey, there are a few things we would like to cover before you officially arrive. This document is full of great information as well as some items to cover before your first day. If at point, you need clarification please do not hesitate in reaching out – I'd love to hear from you!

Within this packet, you'll find:

- Agenda
- I-9 Employment Checklist
- Badge Information (including badge form and guidelines)
- Alcohol and Drug Policy
- EEO Acknowledgement
- Corporate Maps
- Inclement Weather Guidelines

Please read each of the following documents carefully. Once you're familiar with the information, please complete the following items before your orientation.

1. Using the I-9 portal, please complete the employment verification
2. Submit the badge form along with a professional photo to:  
[AssocExpHO@walmart.com](mailto:AssocExpHO@walmart.com)
3. Print and sign the Alcohol and Drug Policy and the EEO Acknowledgement
  - a. You'll want to bring these documents with you on day 1

We'll see you soon!



## Home Office Orientation Agenda

7:30 to 8:30	Check-in / Welcome / Networking
8:30 to 10:30	Our Purpose / Our Culture
10:30 to 11:30	Our History / Our Heritage / How Walmart Works
11:30 to 12:30	Lunch
12:30 to 1:00	Walmart's Ways of Working
1:00 to 1:30	Culture Guest Speaker
1:30 to 2:00	Global Ethics / Corporate Policies & Procedures
2:00 to 2:30	Home Office Security
2:30 to 3:00	Benefits / Fitness Center / Sam's Club Membership
3:00 to 4:00	Career Opportunities / Mentoring / Your SPARK
4:00 to 4:15	Wrap-up / Q&A
4:15 to 5:00	Manager Meet & Greet

## I-9 Employment Checklist

Part of your pre-employment process will be to fill out Section 1 of the I-9 Form. This is a simple process that should take 5 to 10 minutes to complete. Please ensure to read the steps first before clicking on the link.

### Step 1 – Click the following link to launch the I-9 portal (actual link at the bottom of this note)

[I-9 Portal](#)

### Step 2 – Enter your legal first name, legal last name, and Social Security Number

- If you are already a Walmart Associate or a returning Walmart Associate, you may already be in the system (if so you will receive the message “**Section 1 Complete**” which means you are done and will complete Section 2 the morning of your Orientation)
- If you are brand new to Walmart, you will be instructed to complete the form in its entirety (proceed to the next step of the process)

### Step 3 – Complete all required boxes on the I-9 form

- Personal information
- Immigration status
- Documents you will use for employment

### Step 4 – Validation of the information

- Once you have completed all of the fields, you will need to select the “Check Form” at the bottom of the page
- Any information that is missing will be flagged as “red” for you to correct

### Step 5 – Electronic Signature

- The final step is to electronically sign the form by clicking “**Complete Section 1**”
- You will need to validate and then “check” 4 boxes to complete the process
  - First name
  - Last name
  - Date of birth
  - Acknowledgment statement
- Once all 4 are complete you will receive a unique 4-digit pin to electronically sign the form
- You are then done with Section 1 (Section 2 will be completed by HR during your orientation)

If you have any questions or concerns, or have issues completing the I-9 ahead of time, please reach back out to the Recruiting Team for support.

*Effective August 1, 2017*

[https://walmart.perfectcompliance.com/4DCGI/WEB\\_Menu/989601289/9004/1/90h8j8ri38ureveb/4DWPG\\_062985998460](https://walmart.perfectcompliance.com/4DCGI/WEB_Menu/989601289/9004/1/90h8j8ri38ureveb/4DWPG_062985998460)

## LISTS OF ACCEPTABLE DOCUMENTS

All documents must be unexpired

### LIST A

**Documents that Establish Both  
Identity and Employment  
Authorization**

### LIST B

**Documents that Establish  
Identity**

### LIST C

**Documents that Establish  
Employment Authorization**

LIST A Documents that Establish Both Identity and Employment Authorization	OR	LIST B Documents that Establish Identity	AND	LIST C Documents that Establish Employment Authorization
1. U.S. Passport or U.S. Passport Card		1. Driver's license or ID card issued by a State or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address		1. Social Security Account Number card other than one that specifies on the face that the issuance of the card does not authorize employment in the United States
2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551)				
3. Foreign passport that contains a temporary I-551 stamp or temporary I-551 printed notation on a machine-readable immigrant visa		2. ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address		2. Certification of Birth Abroad issued by the Department of State (Form FS-545)
4. Employment Authorization Document that contains a photograph (Form I-766)		3. School ID card with a photograph		3. Certification of Report of Birth issued by the Department of State (Form DS-1350)
		4. Voter's registration card		4. Original or certified copy of birth certificate issued by a State, county, municipal authority, or territory of the United States bearing an official seal
5. In the case of a nonimmigrant alien authorized to work for a specific employer incident to status, a foreign passport with Form I-94 or Form I-94A bearing the same name as the passport and containing an endorsement of the alien's nonimmigrant status, as long as the period of endorsement has not yet expired and the proposed employment is not in conflict with any restrictions or limitations identified on the form		5. U.S. Military card or draft record		
		6. Military dependent's ID card		5. Native American tribal document
		7. U.S. Coast Guard Merchant Mariner Card		
		8. Native American tribal document		6. U.S. Citizen ID Card (Form I-197)
		9. Driver's license issued by a Canadian government authority		
		<b>For persons under age 18 who are unable to present a document listed above:</b>		7. Identification Card for Use of Resident Citizen in the United States (Form I-179)
6. Passport from the Federated States of Micronesia (FSM) or the Republic of the Marshall Islands (RMI) with Form I-94 or Form I-94A indicating nonimmigrant admission under the Compact of Free Association Between the United States and the FSM or RMI		10. School record or report card		8. Employment authorization document issued by the Department of Homeland Security
		11. Clinic, doctor, or hospital record		
		12. Day-care or nursery school record		

**Illustrations of many of these documents appear in Part 8 of the Handbook for Employers (M-274)**

## Home Office Badge Request

### Badge Request Form

This form is used to help ensure your key information is captured to be able to have an Access Badge ready for you when you arrive to the Home Office on your first day of employment. This process should take 10 to 15 minutes to complete.

### Badge Form Submission Requirements

- Open the attached Home Office Badge Request Form and enter information into all of the required fields
- Correctly spell out your legal first name and legal last name (if you go by another name please list this on the preferred name line as this is what will be printed on your badge)
- Complete your vehicle information section at the bottom of the form
- If any key fields are missing data, the system will notify you before you can submit the form
- Ensure you save your form in the follow manner (Last Name\_First Name\_Start Date MMDDYY)

**Mart\_Wal\_070217.PDF**

### Photo Submission Requirements

The photo submitted will be inserted into your badge so please adhere to the following guidelines for a successful upload of your photo (please note that a professionally taken photo is not required – the use of a Smart Phone or regular camera is perfectly acceptable for submission) -

- Photo needs to be in color and at least 400 pixels by 400 pixels in size (larger is preferred)
- Photo needs to be saved as a **JPEG** file
- Photo should capture your face starting from mid-chest to above
- Background needs to be a solid color (preference is blue or other neutral colors)
- Attire should be business casual (what you would wear on a normal basis in a business environment)
- Photo needs to be a recent photo of yourself (within the last 6 months)
- Please see the following examples of approved photos to use for your Home Office Badge

*Please ensure you smile as this will be your official Home Office Badge photo*



- Ensure you save your photo in the follow manner (Last Name\_First Name\_Start Date MMDDYY)

**Mart\_Wal\_070217.JPEG**

Once you have both parts completed, please email both items (Badge Form and Photo) to [AssocExpHO@walmart.com](mailto:AssocExpHO@walmart.com)

If you have any questions or concerns, or have issues submitting your badge request form and photo ahead of time, please email [AssocExpHO@walmart.com](mailto:AssocExpHO@walmart.com) for assistance.

# Associate | Badge Request

*(HR approval needed for first-time badge requests)*

Have you held a Walmart Corporate Badge with photo in the past? Yes ☐ No ☐

(Home Office, GEC, Field, Logistics, International, Vendor)

Reason for Request (SELECT ONE): New Hire ☐ Long Term Associate (5, 10, etc...) ☐ How many years? \_\_\_\_\_

Damaged ☐ Lost ☐ Stolen ☐

Employment Status (SELECT ONE): Full-Time Salary ☐ Full-Time Hourly ☐ Temporary Services ☐

Hired with (SELECT ONE or BOTH):

Walmart ☐

Sam's Club ☐

Walmart issues identification badges, which remain Walmart property, to each person for his or her exclusive use only. While on property Walmart owns or operates, all Associates must properly display an approved identification badge on their outermost garment above the waist. At the request of Corporate Security, all persons must provide their identification badge for review or inspection. Identification badges that been lost or stolen, or are suspected of being lost or stolen, must be reported to a member of Corporate Security immediately. Walmart badge holders are not permitted to park in Supplier Parking or other restricted spaces on the Home Office Campus without prior approval and may only park in general parking. Associates are required to provide updated vehicle changes to the Badge Office (i.e., New License Plates, New Vehicles, etc...).

An Associate who violates this policy will be subject to discipline, up to and including termination.

By initialing, you understand the above information: \_\_\_\_\_

(The Physical Access Control Policy (GS-01) is available on the Wire)

## Associate Information:

First Name: \_\_\_\_\_

Middle Initial: \_\_\_\_\_

Last Name: \_\_\_\_\_

Preferred Name On Badge: \_\_\_\_\_

## Vehicle Information:

Please complete. If Plate # is unknown, email it to [badges@walmart.com](mailto:badges@walmart.com).

### First Vehicle

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_ Plate #: \_\_\_\_\_ State: \_\_\_\_\_

### Second Vehicle

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_ Plate #: \_\_\_\_\_ State: \_\_\_\_\_

HR Representative: \_\_\_\_\_ HR Signature: \_\_\_\_\_

# Alcohol and Drug Free Workplace Policy

Revised March 15, 2011

## **NOTICE OF WAL-MART STORES, INC. ALCOHOL AND DRUG FREE WORKPLACE POLICY**

Wal-Mart Stores, Inc. and its subsidiaries ("Walmart") have a vital interest in maintaining a safe, healthful and efficient environment. The company is committed to maintaining an alcohol and drug free workplace. Alcohol and illegal drug use pose a serious threat to workplace safety, health and productivity. Associates who use illegal drugs or abuse alcohol or prescription drugs present a danger to themselves, other associates, customers, members, suppliers, visitors and guests, and to our property.

Therefore, Walmart has established an Alcohol and Drug Free Workplace Policy. Below is a summary of the policy, and there may be a specific policy in your state. For more complete information, including any specific requirements in your state, please refer to the Alcohol and Drug Free Workplace Policy that will be available for review in your facility. Compliance with the policy is a condition of continued employment with Walmart.

Key provisions of the Alcohol and Drug Free Workplace Policy include:

- Prohibited activities:
  - Using, possessing, transferring, accepting, soliciting, selling, or purchasing illegal drugs, including use of medical marijuana under state programs
  - Using a prescription drug without a valid prescription for the drug, unless a valid medical explanation is approved by the Medical Review Officer
  - Using any drug acquired from a source outside the U.S. without a valid prescription if a valid prescription would be required to obtain the drug in the U.S.
  - Using a prescription drug in excess of the prescribed amounts, for any condition other than the condition for which the drug was prescribed, or for failing to follow the prescribed instructions for using the drug
  - Unlawfully soliciting prescription drugs from or distributing prescription drugs to any other person or group of persons
  - Reporting to work under the influence of illegal drugs or alcohol
  - Drinking alcohol or possessing an open container of alcohol during a scheduled work shift, including breaks and meal periods (except for the consumption of alcohol at company sponsored events off Walmart property when approved as provided in the policy)
  - Selling, transferring, purchasing, or accepting alcohol for the purpose of consuming it on Walmart property
- Unless prohibited by law, Walmart makes all job offers contingent upon passing a drug screen. Applicants must agree to submit to and successfully pass a drug screen as a condition of employment.
- As permitted by state law, Walmart conducts drug/alcohol tests of associates when being considered for promotion into management, when transferring to a safety-sensitive position, when suspected of violating the policy, and when involved in an accident or injury at work. Certain associates (safety-sensitive positions and Field Logistics) may be randomly tested. Walmart may also conduct drug tests of certain associates (typically Pharmacy and Asset Protection associates) who are employed or working in a facility that experiences an unexplained shortage of a controlled substance ("drug diversion testing"). Associates working in positions requiring certification by the U.S. Department of Transportation are subject to additional testing required by law.

## Alcohol and Drug Free Workplace Policy

- Unless prohibited by state law, an associate who fails a drug/alcohol test, refuses to submit to a drug/alcohol test after being notified a test is required, admits to or is proven to have adulterated/substituted his/her specimen, or engages in any prohibited activity as defined in the policy will be terminated and will not be eligible for rehire. Where state law allows, the positive results of a drug screen following an injury at work, or an associate's refusal to submit to a drug screen following an injury at work, may affect his/her eligibility for workers compensation benefits.
- Any associate who comes forward, without incident, seeking help and voluntarily admits to having a drug/alcohol problem will not be terminated based solely upon such admission, provided s/he has been employed with Walmart for a least 180 days. However, that associate will be required to seek counseling, execute a "Last Chance Agreement," and submit to and successfully complete periodic drug screens for 12 months, as permitted by state law. Failure to follow the prescribed plan of recovery or the terms of the "Last Chance Agreement" will result in termination.
- Unless prohibited by state law, an associate who is convicted under any criminal drug statute, or who fails to notify the Company of any arrest or conviction under a criminal drug statute within 3 days will be terminated.

**This notice does not create an express or implied contract of employment or any other contractual commitment. Walmart may modify this notice or its policy at its sole discretion without notice, at any time, consistent with applicable law.**



## Alcohol and Drug Free Workplace Policy

### ACKNOWLEDGEMENT OF RECEIPT OF NOTICE OF WALMART'S ALCOHOL AND DRUG FREE WORKPLACE POLICY

I have received and read a copy of the Notice of Wal-Mart Stores, Inc., Alcohol and Drug Free Workplace Policy ("policy"). I understand that drug/alcohol testing under the policy may consist of the taking of urine and/or blood samples or any other medically recognized test designed to detect traceable amounts of drugs/alcohol in the body. Any initial positive test result will be confirmed by the Gas Chromatography/Mass Spectrometry method.

I understand that if testing indicates the presence of illegal drugs or abuse of prescription drugs in my body at a detectable level, and there is no valid medical explanation approved by the Medical Review Officer, I will be terminated and will not be eligible for rehire, where allowed by law.

I further understand that I may be tested for alcohol. Any associate testing at or above the equivalent of .04% blood alcohol content will be considered under the influence, and will be terminated and will not be eligible for rehire, where allowed by law.

I understand that, as permitted by state law, Walmart associates will be drug tested when being considered for promotion into management, when transferring to a safety sensitive position, when suspected of violating the Alcohol and Drug Free Workplace Policy, and when involved in an accident at work. I further understand that associates in certain positions, including Department of Transportation certified, safety-sensitive positions and Field Logistics, may be randomly drug screened. I understand that Walmart may also conduct drug tests of certain associates (typically Pharmacy and Asset Protection associates) who are at the time employed or working in a facility that experiences an unexplained shortage of a controlled substance ("drug diversion testing").

I understand that Walmart associates who refuse to submit to a required drug/alcohol screen, refuse to timely submit a specimen for testing, otherwise refuse to comply with testing requirements, or engage in conduct prohibited by the policy will be terminated and will not be eligible for re-hire.

I hereby acknowledge receiving notice of the Alcohol and Drug Free Workplace Policy and procedures and that Walmart will use the results of any drug/alcohol test in determining my continued employment with this company. I understand this is not a contract for employment and that I remain "terminable at will" and free to resign at any time I wish.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Associate Signature

\_\_\_\_\_  
Associate Printed Name

Neither this document nor any information referred to herein create an express or implied contract of employment or any other contractual commitment, and Walmart may modify such information at its sole discretion without notice, at any time, consistent with applicable law.

## TO BE COMPLETED BY ASSOCIATE

### EEO INFORMATION

Name: \_\_\_\_\_

Birth Date: \_\_\_\_\_

Wal-Mart is an Equal Opportunity Employer and does not make employment decisions based upon race, color, ancestry, ethnicity, religion, sex, pregnancy, national origin, age, disability, marital status, veteran status, sexual orientation, or any other legally protected status. We provide information regarding the make-up of our workforce including race and gender to the Equal Employment Opportunity Commission annually. In order to provide the most accurate and reliable information, please complete this page. **COMPLETION OF THE FOLLOWING INFORMATION IS ENTIRELY VOLUNTARY. YOU ARE UNDER NO OBLIGATION TO PROVIDE THIS INFORMATION.**

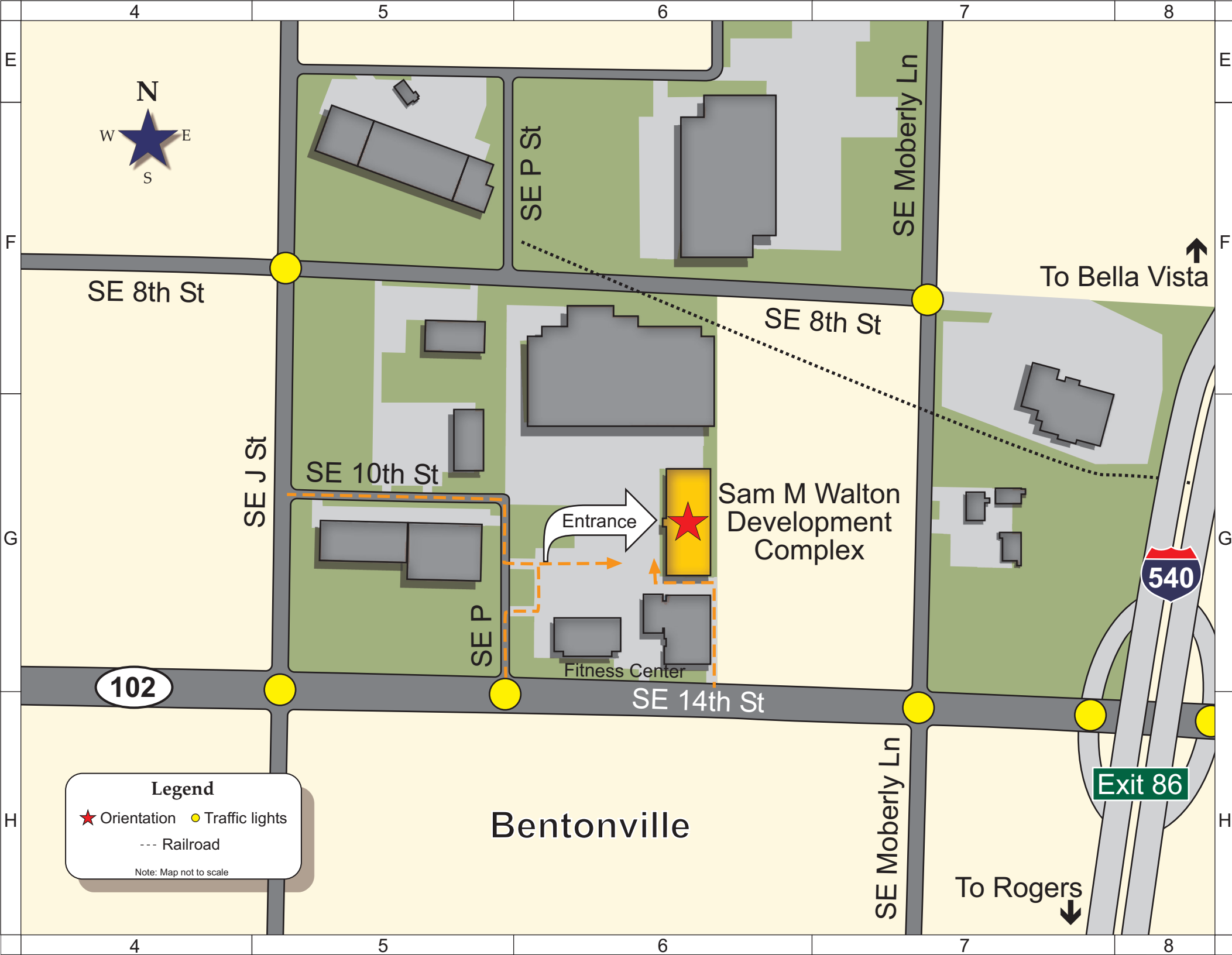
**Female** ☐

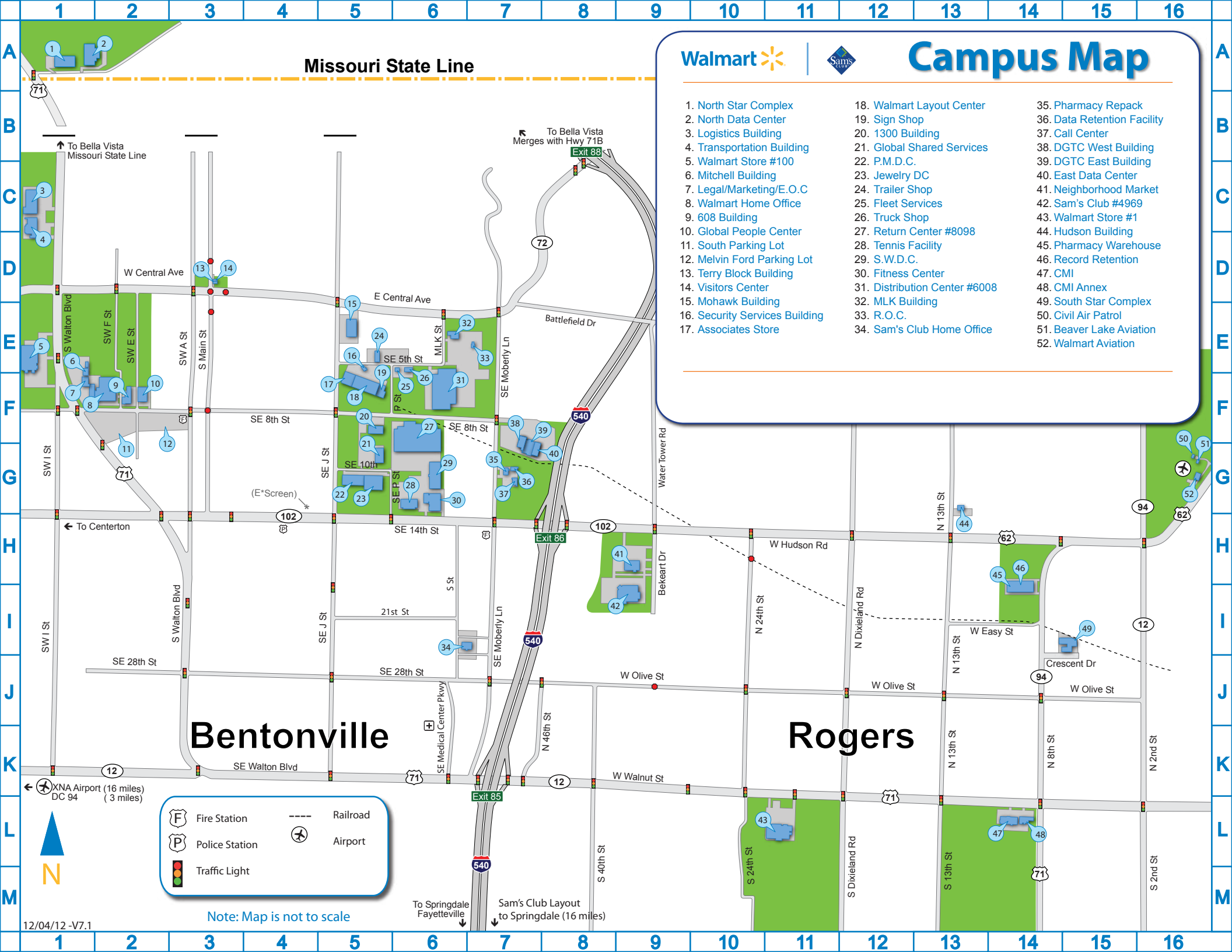
**Male** ☐

**Choose Not to Identify** ☐

- ☐ **White or Caucasian** (Not Hispanic or Latino) – A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
- ☐ **African American or Black** (Not Hispanic or Latino) – A person having origins in any of the black racial groups of Africa.
- ☐ **Hispanic or Latino** – A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.
- ☐ **Native American Indian or Alaska Native** (Not Hispanic or Latino) – A person having origins in any of the original peoples of North and South America (Including Central America), and who maintain tribal affiliation or community attachment.
- ☐ **Asian** (Not Hispanic or Latino) – A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- ☐ **Other Pacific Islander or Native Hawaiian** (Not Hispanic or Latino) – A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- ☐ **Two or More Races** (Not Hispanic or Latino) – All persons who identify with more than one of the above five races.
- ☐ **Choose Not to Identify**

*If you choose not to personally provide the information, the U.S. government still requires that we submit race/ethnicity and gender information for each of our Associates.*





# Campus Map

- |                                |                               |                             |
|--------------------------------|-------------------------------|-----------------------------|
| 1. North Star Complex          | 18. Walmart Layout Center     | 35. Pharmacy Repack         |
| 2. North Data Center           | 19. Sign Shop                 | 36. Data Retention Facility |
| 3. Logistics Building          | 20. 1300 Building             | 37. Call Center             |
| 4. Transportation Building     | 21. Global Shared Services    | 38. DGTC West Building      |
| 5. Walmart Store #100          | 22. P.M.D.C.                  | 39. DGTC East Building      |
| 6. Mitchell Building           | 23. Jewelry DC                | 40. East Data Center        |
| 7. Legal/Marketing/E.O.C       | 24. Trailer Shop              | 41. Neighborhood Market     |
| 8. Walmart Home Office         | 25. Fleet Services            | 42. Sam's Club #4969        |
| 9. 608 Building                | 26. Truck Shop                | 43. Walmart Store #1        |
| 10. Global People Center       | 27. Return Center #8098       | 44. Hudson Building         |
| 11. South Parking Lot          | 28. Tennis Facility           | 45. Pharmacy Warehouse      |
| 12. Melvin Ford Parking Lot    | 29. S.W.D.C.                  | 46. Record Retention        |
| 13. Terry Block Building       | 30. Fitness Center            | 47. CMI                     |
| 14. Visitors Center            | 31. Distribution Center #6008 | 48. CMI Annex               |
| 15. Mohawk Building            | 32. MLK Building              | 49. South Star Complex      |
| 16. Security Services Building | 33. R.O.C.                    | 50. Civil Air Patrol        |
| 17. Associates Store           | 34. Sam's Club Home Office    | 51. Beaver Lake Aviation    |
|                                |                               | 52. Walmart Aviation        |

# ADDRESS LIST

#	Building name	Address	City	State
20	1300 Building	1300 8th Street	Bentonville	AF
9	608 Building	608 SW 8th Street	Bentonville	AF
17	Associates Store	1102 SE 5th Street	Bentonville	AF
51	Beaver Lake Aviation	1 Cass Hough Drive	Hogers	AF
37	Call Center	1205 Moberly Lane	Bentonville	AF
50	Civil Air Patrol	7 Hammerschmidt Drive	Hogers	AF
47	CMI	812 W Walnut	Hogers	AF
48	CMI Annex	922 W Walnut	Hogers	AF
36	Data Retention Facility	1203 Moberly Lane	Bentonville	AF
39	DGIC East Building	805 Moberly Lane	Bentonville	AF
38	DGIC West Building	805 Moberly Lane	Bentonville	AF
31	Distribution Center #6008	2100 SE 5th Street	Bentonville	AF
40	East Data Center	805 Moberly Lane	Bentonville	AF
30	Fitness Center	1701 SE 14th Street	Bentonville	AF
25	Fleet Services	1402 SE 5th Street	Bentonville	AF
10	Global People Center	508 SW 8th Street	Bentonville	AF
21	Global Shared Services	1301 SE 10th Street	Bentonville	AF
44	Hudson Building	2703 N 13th	Hogers	AF
23	Jewelry DC	1110 SE 10th Street	Bentonville	AF
7	Legal/Marketing/E.O.C	702 SW 8th Street	Bentonville	AF
3	Logistics Building	601 N Walton Blvd	Bentonville	AF
12	Melvin Ford Parking Lot	SW 8th Street	Bentonville	AF
6	Mitchell Building	701 SW Walton Blvd	Bentonville	AF
32	MLK Building	203 SE Martin Luther King Jr Pkwy	Bentonville	AF
15	Mohawk Building	301 SE J Street	Bentonville	AF
41	Neighborhood Market	3510 SE 14th Street	Bentonville	AF
2	North Data Center	183 Bear Hollow Road	Pineville	MC
1	North Star Complex	27 Bear Hollow Road	Pineville	MC
35	Pharmacy Repack	1205 Moberly Lane	Bentonville	AF
45	Pharmacy Warehouse	2252 North 8th Street	Hogers	AF
22	P.M.D.C.	1108 SE 10th Street	Bentonville	AF
46	Record Retention	2252 North 8th ST Suite 102 A	Hogers	AF
27	Return Center #8098	1901 SE 10TH STREET	Bentonville	AF
33	R.O.C.	409 SE Martin Luther King Jr Pkwy	Bentonville	AF
42	Sams Club #4969	3500 SE Club Blvd	Bentonville	AF
34	Sam's Club Home Office	2101 SE Simple Savings Dr	Bentonville	AF
16	Security Services Building	1105 SE 5th Street	Bentonville	AF
19	Sign Shop	1102 SE 5th Street	Bentonville	AF
11	South Parking Lot	SW 8th Street	Bentonville	AF
49	South Star Complex	1203 North 6th Street C	Hogers	AF
29	SW.D.C.	2001 SE 10th Street	Bentonville	AF
28	Tennis Facility	1701 SE 14 Street	Bentonville	AF
13	Terry Block Building	101 North Main Street	Bentonville	AF
24	Trailer Shop	1105 SE 5th Street	Bentonville	AF
4	Transportation Building	311 North Walton Blvd	Bentonville	AF
26	Truck Shop	1402 SE 5th Street	Bentonville	AF
14	Visitors Center	105 North Main Street	Bentonville	AF
52	Walmart Aviation	5 Hammerschmidt Drive	Hogers	AF
8	Walmart Home Office	702 SW 8th Street	Bentonville	AF
18	Walmart Layout Center	1102 SE 5th Street	Bentonville	AF
43	Walmart Store #1	2110 W Walnut	Hogers	AF
5	Walmart Store #100	406 SW Walton Blvd	Bentonville	AF

## Inclement Weather Guidelines



**In the event of inclement weather, please adhere to the following guidelines**

Home Office Orientation is aligned to the inclement weather guidelines for the Bentonville School District. Therefore, in the event Bentonville Schools are closed due to inclement weather, Home Office Orientation will be cancelled. You will be notified via email from your recruiter and the Associate Experience Team as early as possible. You can also confirm cancellation by contacting your manager or recruiter.

You can check school cancellations on the following media:

### Television

- KFSM / KXNW (Channel 5) [www.5newsonline.com](http://www.5newsonline.com)
- KHBS / KHOG (Channel 40/29) [www.4029tv.com](http://www.4029tv.com)

### Radio

- FM 101.5
- FM 105.7
- FM 107.9

Your recruiting team will contact you at a later date to reschedule your new hire orientation. Your hiring manager and recruiter contact information is provided in your **New Hire Email**. Please note that if you are instructed to report to your work department before going through Orientation, you will need an Associate ID Badge. You must complete the **Associate Badge Request Form** provided in your **New Hire Email** in order to obtain your badge (please note that your vehicle information is required on this form as well).

For your convenience, associate badges may be obtained in the Security office at any of the following locations.

- Walmart Home Office – 702 S.W. 8<sup>th</sup> Street, Bentonville
- David Glass Technology Center – 805 Moberly Lane, Bentonville
- Sam Walton Development Complex – 2001 SE 10<sup>th</sup> St., Bentonville

If your orientation is rescheduled for any reason, remember, **you must provide the required I-9 information within 3 working days of commencement of your employment with Walmart**. Failure to do so will terminate your employment. Please contact your HR office to provide the appropriate documents and complete the required information. Your HR manager's contact information is also provided in your **New Hire Email**.