



EMPLOYEE DETAILS FORM

All employees are requested to complete this form. Please note all information will remain totally confidential in accordance with our privacy statement made at the end of this form.

PERSONAL DETAILS

(See Privacy Notice below)

Employee Name			
Date Of Birth			
Tax File Number			
Phone Contacts	Phone:	Mobile:	
Residential Address	Street		
	Suburb	Post Code	
Mailing Address	Street		
(if different from the above)	Suburb	Post Code	
Employment Status	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time <input type="checkbox"/> Casual		

EMERGENCY CONTACTS

Point of contact in emergency circumstances

Next of Kin	
Contact Number	

BANKING DETAILS

Bank Account Information – for direct debiting purposes

Bank Name	
Account Name	
Account Number	
BSB Number	

Information Privacy Notice

E Banc Trade Australia Pty Ltd is collecting the information on this form to provide adequate resources for new employees to carry out their work tasks. E Banc Trade may disclose some, or all of this information, to appropriate agencies if required including to the Australian Taxation Office. For more information, E Banc Trade's Privacy Policy is available at <http://www.ebanctrade.com/home/x.php?SectID=1&PageID=34&CID=1&LID=en>.