



SD22 Aboriginal Education Program

ADMINISTRATION OFFICE
1401 – 15th Street, Vernon, BC V1T 8S8
Ph: 549-9291 Fx: 250-539-9292



CONTRACT EMPLOYEE RESOURCE PERSON INFORMATION SHEET

RESOURCE PERSON (Name):

Address

Postal Code

Phone

Fax:

Email:

Aboriginal Affiliation:

RESOURCE PERSON FOR: (please describe your skill(s), knowledge i.e. carver, dancer, etc.)

How long is your presentation/event?

What do you consider a reasonable payment for your service? /hr or /day or /event

Do you supply the necessary supplies for activity or event?

Circle
Yes
No

Do we need to bring any supplies?

Circle
Yes
No

Supplies you require:

List the supplies we need to provide:

Do you require photocopying?

Circle
Yes
No

How many packages
or
How many sheets?

Do you have any health restrictions/concerns?

Yes ____

No ____

If yes, (please provide brief info) _____

**TO BECOME AN ABORIGINAL EDUCATION RESOURCE PERSON
and be confirmed as a SD22 Contract Employee and the following documents are required:**

ALL THESE FORMS ARE LOCATED AT: www.sd22.bc.ca/abed/Forms

- Contract Employee Resource Person Information Sheet** Please complete.
- Contract Employee Payroll Information Sheet** For payment deposits into your chequing or savings account.
- TD1BC and TD1** Complete both forms on both sides. If working on reserve, only fill out form below.
- Determination of Exemption of a Status Indian's Employment Income Form** For Status Indians working on Reserve Lands.
- Criminal Record Check** You must have a criminal record check (SD#22 Policy No. PR5.7.0). Please complete a RCMP *Consent for Disclosure of Criminal Record Information* and take it to the RCMP station.

PLEASE SUBMIT ALL DOCUMENTS TO OUR ADMINISTRATION OFFICE All of the above paperwork must be completed and submitted or payment will be stalled. Call 549-9291 for further information.