

From: McDonald, Terri <TMcDonald@oepp.sc.gov>

To: Veldran, Katherine <KatherineVeldran@gov.sc.gov>

Date: 3/3/2014 12:02:01 PM

Subject: New Hire Packet

Attachments: [Orientation Packet.PDF](#)
[Personal Data Form.pdf](#)

Katherine, attached is the new hire paperwork for Haley. Please have her complete the personal data form, W4, I9, and student loan form and return to me today along with a copy of her driver's license and social security card or other acceptable document listed in the I9 instructions.

Thanks

Terri