

From: Morris, Steve
To: Burton, Kenneth <krburton@aging.sc.gov>
Date: 2/3/2017 11:06:32 AM
Subject: FW: New Hire Docs
Attachments: Direct Deposit.pdf
i-9.pdf
State Application.docx
w4.pdf

Ken,

These are 4 forms new hires fill out there 1st day. Get them completed and back to me and I will see that they get to right place. Also bring her by to see me.

Steve Morris
Executive Director
Lieutenant Governor's Office on Aging
1301 Gervias St. Suite 350
Columbia, SC 29201
(803) 734-9910
smorris@aging.sc.gov

From: Lovelace, Jessica
Sent: Friday, February 3, 2017 10:21 AM
To: Morris, Steve <smorris@aging.sc.gov>
Subject: New Hire Docs

Steve,
New hires should fill out the attached forms.

Thanks, Jessica

Jessica Lovelace
Human Resources Director
Office of the Lieutenant Governor
803.734.5186