

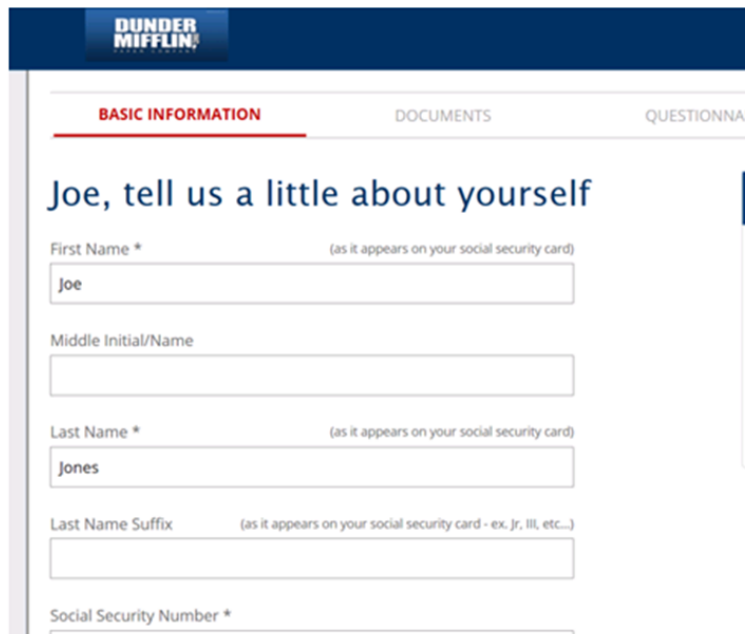
New Product!!



FLIGHT

Electronic Employee Onboarding

- Electronic completion and signatures on required federal and state forms
- Direct deposit capture and authorization
- Pay card integration
- **Branded for YOU the employer**
- Federal W4, I9 forms
- State withholding forms
- Affordable Care Act (ACA) Notice of Exchanges and Subsidies
- Custom documents (Non-competes, non-disclosures, handbooks, etc...)
- Easy to use custom questionnaire builder



DUNDER MIFFLIN

BASIC INFORMATION DOCUMENTS QUESTIONNAIRE

Joe, tell us a little about yourself

First Name * (as it appears on your social security card)
Joe

Middle Initial/Name
[Empty field]

Last Name * (as it appears on your social security card)
Jones

Last Name Suffix (as it appears on your social security card - ex. Jr, III, etc...)
[Empty field]

Social Security Number *
[Empty field]

Collect any information from the new hire with custom questionnaires

Joe, a few questions for you

Please review and answer all questions below. A response is required for each one.

- I certify that all of the information provided by me is correct, accurate and complete to the best of my knowledge. I understand that the falsification, misrepresentation or omission of any facts may be cause for denial of employment or immediate termination of employment regardless of the timing or circumstances of discovery. *
- I will comply with all company policies and procedures, including those outlined in the employee handbook. *
- I have read the employee handbook and will comply with the policies and procedures outlined in it. *

Onboarding helps speed new hires to productivity and improves hiring manager satisfaction