

# For Job Offer Letter:

Please send the following information. Be very precise and specific. If we input the info you give us and its wrong you will be required to pay for an additional Job Offer Letter. So double check your information and make sure you send everything we are asking for here in this checklist.

- Full Name
- DOB
- Employer Name & Address
- Start Date of Employment
- Entry Rate/Wages
- Any Bonuses, special accommodations or packages
- A valid email address for us to deliver your package to.