PAYCHEX

Forms – Short-term employment (3 months or 70 working days per year) P6004 V 2022.1

Personal details

P6000 must also be filled out

Surname, First name	Date of birth
Street, Number	Postal code, City
Name and place of health insurance ☐ Own Membership ☐ Family insured ☐ Statutory insured ☐ Private	Social security number

Employed as	Start of employment	Date of termination (if terminated)

Status at the start of this employment

☐ Student __school class;

☐ My studies are expected to end on _____

☐ Graduated with intention for vocational training

☐ Student, studies expected to end on _____

☐ Employed only during the holidays?

☐ Yes ☐ No

☐ Seeking Work / Training

☐ Federal voluntary service /Conscripts

☐ Other: _____

☐ Unemployed

☐ Employee on unpaid Leave

☐ Employee

☐ Pensioner; Type of pension _____

☐ Old age pensioner before reaching the statutory retirement age

☐ Old age pensioner after reaching the statutory retirement age

☐ Employee on parental leave

☐ Civil Servant

☐ Apprentice

☐ Self-employed

Information about the registration as seeking employment

Is the worker unemployed at the beginning of employment and registered with their local job centre as seeking employment?

☐ yes, at the job centre ☐ no

☐ with eligibility for benefits

☐ without eligibility for benefits

Information about other employments

☐ In the current calendar year I did not exercise any further short-term jobs.

☐ In the current calendar year I have already exercised the following short-term jobs.

from	to	Number of working days	Employer (voluntary)
from	to	Number of working days	Employer (voluntary)

Note:
A short-term – for the employee and employer social security free – employment exists within a calendar year when the employment is limited to three months or 70 working days, by their nature or limited in advance by contract and is not "professionally" exercised. Several short-term jobs in the current calendar year are summed up.
I declare that to the best of my knowledge all particulars supplied by me are correct and complete. I undertake to inform my employer about any changes, in particular the start of additional activities, without delay. For inaccurate or untruthful information any claims of compensation go at my expense.

_____ _____
Place, Date Signature employee

Employer

_____ _____
Place, Date Signature employer