



**2009 Summer Youth Employment Program
Business Partner Application**

ORGANIZATION INFORMATION

Name _____

IRS Tax Exempt #: _____ Expiration Date: _____

Address _____

City, ST, Zip _____

County _____ Phone: _____

WORKSITE INFORMATION

Which industry is your business in?

Agriculture, Food & Natural Resources	Architecture & Construction	Arts, A/V Technology & Communications	Business, Management & Administration
Education & Training	Finance	Government & Public Administration	Health Science
Hospitality & Tourism	Human Services	Information Technology	Law, Public Safety, Corrections & Security
Manufacturing	Marketing, Sales & Service	Science, Technology, Engineering & Mathematics	Transportation, Distribution & Logistics

JOB POSITION:

Job Title: _____ # Positions Available: _____

Job Duties: _____

SPECIAL NEEDS:

Uniform yes no if yes, does employer provide _____

Tools yes no if yes, does employer provide _____

Other Needs: _____

WORKSITE REQUIREMENTS:

- Supervisor agrees to Record and Submit timesheets weekly
- Supervisor will report any accidents or injuries to the Work Force Program Staff
- Supervisor will report any inappropriate conduct

SCHEDULE

Participants may work no more than 20 hours a week. Indicate below, the time and days you want the participant(s) on the job. Youth are NOT paid for their lunch time.

Monday	Tuesday	Wednesday	Thursday	Friday
Start time: _____	Start time: _____	Start time: _____	Start time: _____	Start time: _____
End time: _____	End time: _____	End time: _____	End time: _____	End time: _____

CONTRACT INFORMATION

Name of Direct Supervisor: _____ Phone: _____

Direct Supervisor's Alternate: _____ Phone: _____

EXACT Location where participant(s) will be working:

Department: _____

Address: _____

A worksite manual will be provided with complete instruction and contact information upon acceptance into this program.

Return applications to:
Workforce Connection
 Summer Youth Employment Program
 3003 SW College Road, Suite 205
 Ocala, FL 34474
 Fax: (352) 873-7910

Please return completed application as soon as possible as applications will be processed on a first come first serve basis!

Direct Worksite Application questions to youth@clmworkforce.com