Ontario

Ministry of Agriculture, Food and Rural Affairs

Email, Mail or fax to:
Rural Summer Jobs Service
Ministry of Agriculture, Food and Rural Affairs
1 Stone Road West, 4th Floor NW
Guelph, Ontario N1G 4Y2
Phone 1-866-306-7827
Fax (519) 826-3398
Email rsjs.omafra@ontario.ca

Rural Summer Jobs Service Employer Claim Form (for $2/hr Wage Subsidy) 2009

Instructions:

- Use a separate Employer Claim Form for each position subsidized through the Rural Summer Jobs Service program 2009
- All Employer Claim Forms must be submitted within **15 days after the subsidized employment period ends** and **NO LATER THAN OCTOBER 16, 2009**
- In order to claim wage subsidy, the student checklist for eligibility must have been completed and returned to the Ministry, the student must have certified hours, days, rate of pay and weeks worked, and sign the declaration below
- Employers can apply for a maximum of 560 hours per position
- Completed claims forms can be submitted via mail or fax
- **Faxes will be accepted as originals for the purpose of the Rural Summer Jobs Service program.**

SECTION 1: EMPLOYER INFORMATION (To be completed by the employer upon completion of work term)

Employer/Legal Company name (Please Print)	File Number	Revenue Canada Number (**Mandatory)**

Business Mailing Address	City or Town	Province	Postal Code

Contact name (First and Last)	Business Phone number	Business fax number	E-Mail address (if applicable)

Student Name	**Position Title**
Hourly Rate of Pay	**Student's Date of Birth**

SUBSIDIZED PLACEMENTS BEGIN APRIL 1, 2009 AND END ON SEPTEMBER 30, 2009.

First day worked:	Last day worked:
Total number of weeks worked (maximum of 16 weeks):	Total number of hours worked over the summer (maximum of 560 hours):

Is the Student between the age of 14 and 30 on the commencement of the work term?	YES	NO
Is the Student an immediate relation to the employer? (including but not limited to son, daughter, spouse, brother, sister)	YES	NO
Is the Student planning to return to school in fall 2009?	YES	NO
Is the Student being paid at least minimum wage? **($9.50 general rate or $8.90 for under 18 years of age. These rates also apply to restaurants**)	YES	NO
The Student Checklist for Eligibility has been submitted?	YES	NO

SECTION 2: DECLARATION (To be completed by the Employer and the Student upon completion of work term).

I warrant that all information described above is, to the best of my knowledge, correct. I hereby consent to the collection and use of my business information by the Ministry of Training, Colleges and Universities and the Ministry of Agriculture, Food and Rural Affairs, for the purposes set out in the notice above.

I certify that the information on the hours, days, rate of pay and weeks worked is true.

X _____ _____

Student's Signature Date

X _____ _____

Employer's Signature Date

NOTICE: Personal information collected on this form will be used by the Ministry of Training, Colleges and Universities and the Ministry of Agriculture, Food and Rural Affairs to administer the Rural Summer Jobs Service program. The personal information may also be used to contact you to assess client satisfaction. By completing and signing this form, you are consenting to the collection and use of your personal information. Questions about the collection of personal information may be addressed to the Ministry of Agriculture, Food and Rural Affairs, Summer Jobs Service Program Coordinator, 1 Stone Road West, Guelph, ON, N1G 4Y2 or at 1-888-588-4111.