

CONTRACT OF EMPLOYMENT

Employer

Name: _____
Address: _____
Telephone: _____
E-mail: _____

Employee

Name: _____
Address: _____
Telephone: _____
E-mail: _____

The employee and the employer agree on the following provisions:

LENGTH OF THE CONTRACT

- Fixed-term contract,
from: _____ to: _____ .
- This contract is of indefinite length.

DESCRIPTION OF THE WORK

The employee is hired as a: _____
and agrees to perform the following tasks :

- _____
- _____
- _____
- _____

REMUNERATION

- | | |
|--|--|
| <input type="checkbox"/> By the hour _____ | <input type="checkbox"/> By the week _____ |
| <input type="checkbox"/> On commission _____ | <input type="checkbox"/> Basic wage + commission _____ |
| <input type="checkbox"/> With tips | <input type="checkbox"/> According to yield |
| <input type="checkbox"/> Other basis | <input type="checkbox"/> Lump-sum |

Clarifications:

Bonuses:

- | | |
|---|--|
| <input type="checkbox"/> Existence of a tip-sharing arrangement | <input type="checkbox"/> Terms and conditions for the distribution of tips |
|---|--|

Details:

Length of the pay period

- | | |
|-----------------------------------|------------------------------------|
| <input type="checkbox"/> One week | <input type="checkbox"/> Two weeks |
|-----------------------------------|------------------------------------|

Wages will be paid at intervals of: _____

Method of payment

- | | | |
|---------------------------------|-------------------------------|---|
| <input type="checkbox"/> Cheque | <input type="checkbox"/> Cash | <input type="checkbox"/> Direct deposit |
|---------------------------------|-------------------------------|---|

Benefits having a pecuniary value (ex.: car, accommodations, etc.)

- | | |
|------------------------------|-----------------------------|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No |
|------------------------------|-----------------------------|

If so, description of the benefits:

Amount to be paid by the employee for room and meals:

_____ per meal (up to a maximum of \$20 a week)
_____ a week for room (maximum \$20)
_____ a week for room and meals (maximum \$40)

WORK SCHEDULE

The employee will _____ hours a week.
work _____

The normal workweek of the enterprise is _____ hours.

The employee will receive a premium of at least 50 % over the prevailing hourly rate for all hours of work exceeding this number of hours.

His work day

will begin at: _____

will end at: _____ .

The employee will have a variable schedule.

The employee will be _____ minutes of rest period per day (coffee break, lunch).
entitled to _____

The employee will be _____ day (s) of leave per week
entitled to _____

on _____ .

VACATION AND STATUTORY HOLIDAYS

The reference year for the calculation of the vacation _____ .
begins on _____

Statutory holidays:

- January 1st – New Year’s Day
- Good Friday or Easter Monday, at the employer’s option
- The Monday preceding May 25th – National Patriots’ Day
- June 24th – Québec’s National Holiday
- July 1st – Canada Day
- 1st Monday of September – Labour Day
- 2nd Monday of October – Thanksgiving
- December 25th – Christmas

The employee will be _____ sick days per year.
entitled to _____

Comment [A1]: Selon l’Office québécois de la langue française.

NOTICE OF RESIGNATION

If the employee wishes to terminate this contract, he agrees to give the employer reasonable notice equivalent to that which his employer would be required to give him.

NOTICE OF TERMINATION OF EMPLOYMENT

The employer who wishes to terminate this contract or to lay off the employer for 6 months or more must give the employee written notice.

SPECIFIC CLAUSES

Training expenses: _____
Travel expenses: _____
Leaves related to particular constraints of the employer: _____
Possible change in duties, schedules: _____
Wage review: _____
Hospitalization insurance, sickness insurance: _____

In witness whereof, the parties certify that they have read and accepted the conditions and terms set out in this contract.

Signed in: _____

Employer Date

Employee Date