



## E.R.B.C. Employee Availability Form

Name \_\_\_\_\_ Phone \_\_\_\_\_

To assist us with scheduling please review the club calendar and your own summer calendar to let us know your availability. Please note that all employees are expected to be available from Opening Day through Closing Day.

Check any of the following that apply to you:

Swim Team

Tennis Team

I will participate in the Adult/Child Tennis Tournament

Another job: \_\_\_\_\_

List days/dates you are unavailable

Vacation: \_\_\_\_\_

List days/dates you are unavailable

Summer camps: \_\_\_\_\_

List days/dates you are unavailable

Other: \_\_\_\_\_

List days/dates you are unavailable; college students indicate date leaving for school

***Thank you!***

Please remember to return this form with your signed Letter of Expectations, W4 Form and, if you are between the ages of 14-17, your Work Permit.