

MEMORANDUM

TO: EO Employment Service (ES) Summer Jobs Service (SJS)
Service Providers

FROM: Ministry of Training, Colleges and Universities

DATE: June 27, 2011

SUBJECT: Summer Jobs Service (SJS) New Employer Registration and
Contract Form

The purpose of this memorandum is to advise ES Summer Jobs Service providers that the new SJS Employer Registration and Contract Form is now available.

The new Employer Registration and Contract Form replaces the use of two SJS forms: the Employer Information and Employer Application/Contract forms.

This new form is available in English and French at the Employment Ontario Partners' Gateway (EOPG) at the following:

<http://www.tcu.gov.on.ca/eng/eopg/tools/forms.html>

The Employer Information and Employer Application/Contract form is designed to capture required employer information in a manner which aligns with the EOIS-CaMS. The new form requires a 7-digit National American Industrial Classification System (NAICS) code which is a mandatory field in EOIS-CaMS.

Please contact your local MTCU office should you have any questions.

Thank you.