

EMPLOYMENT APPLICATION INSTRUCTIONS

1. Assure that SFinvest is accepting applications by viewing the information in the job postings located on the SFinvest.com website.
2. Complete and Print out the following forms:
 - a. Employee Applicant Policy
 - b. Employment Application *Fill-In Form*
 - c. Employee Reference Release *Fill-In Form*
 - d. Employee Classification specimen form
 - e. INS I-9 Form *Fill-In Form*
 - f. IRS W-4 Form *Fill-In Form*
 - g. FTB DE-4 Form *Fill-In Form*
3. Review all forms.
4. Sign and date all forms.
5. Prepare a copy of your driver license, passport, or military identification for submission so we can verify your identity prior to our investigation of your qualifications, experience, and history.
6. Mail or deliver the completed application to:

SFinvest
813 Nord Avenue
Chico, CA 95926-4303
7. Wait at least five days after mailing to verify receipt of mailed applications.

Thank you very much for your interest in SFinvest.