

CAMERON PARISH SCHOOL BOARD
Charles Adkins, Superintendent
510 Marshall St.
CAMERON, LA 70631
Phone: 337-775-5784 Fax: 337-775-5572
www.camsch.org

EMPLOYEE INFORMATION CHANGE FORM

Employee Name: _____
Last First Middle Maiden

Social Security #: _____

Department/School: _____

Job Title/Position: _____

Employee Signature: _____ Date: _____

NAME CHANGE: (Legal document reflecting name change **must** be attached):

Name exactly as it should appear in your personnel file:

Last First Middle Maiden

ADDRESS CHANGE:

NEW Mailing Address: _____

OLD Mailing Address: _____

TELEPHONE NUMBER CHANGE:

NEW Telephone Number: Home _____ Cell _____

CONFIDENTIALITY STATEMENT:

Your home address and telephone number will NOT be released to salesmen or other third parties unless you write in the words PLEASE RELEASE in the following blank:

The Superintendent will forward this change form to the Payroll/Insurance Department. If you are a member of the Cameron Parish Credit Union or any Annuity/Security company, it is your responsibility to notify those companies of changes.

Submit original form to Superintendent