

*"A community is known
by the schools it keeps."*



1130 South Ivy Street
Canby, OR 97013
(503) 266-7861
Fax: (503) 266-0022

EMPLOYEE CHANGE NOTICE

Name* _____

Employee # _____

Effective Date of Change: _____

Address (if new)* _____

Phone Number (if new) _____

***Note: If your name or address has changed, you also need to update your payroll information by completing a new W-4 form.**

Please submit forms to the Personnel Office.