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| **HV MCNAB AND SON PTY LTD****CONDITIONS OF EMPLOYMENT****Office hours – Tuesdays, Wednesdays and Thursdays 10:00am – 3:00pm AEST** |
| **EMPLOYEE CONDITIONS** |
| * The attached forms need to be completed and submitted to the office BEFORE any picking can commence.
* Completed TFN Declaration
* Signed HV McNab Employee Details and Agreement form
* Signed Rental Authority to deduct from wages if camping onsite
* ALL employees MUST complete the pre-screening at MADEC and present the MADEC Work Entitlement Card before starting. A copy will need to be taken.

**ONLY WHEN YOU SATISFY THE ABOVE DOT POINTS YOU CAN COMMENCE WORK ON THE ORCHARD****PAYMENT/WAGES** |
| * Pays are processed weekly. The pay week is Thursday to Wednesday inclusive.
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| * Pays are processed on Thursdays afternoon, depending on your bank should be available on Fridays.
* Payslips will be emailed to you. Any disputes regarding your pay can be answered from the office on Tuesdays between 10:00am and 3:00pm.

**RENTAL CONDITIONS*** Rent is $12.00 per person per day and will be automatically deducted from your pay.
* There are washing facilities available for use. It is $4.00 per load and change can be given from the office.

**CONTACT POINTS****Kelly Costello – All office matters (wages, paperwork etc)**mail@mcnab.com.au phone: 5829 0016 Office hours Tues/Wed/Thur 10:00am to 3:00pm**Mitchell McNab – All orchard matters (Urgent matters ONLY outside of hours)**Phone: 0408 323 849 **Monday – Saturday 8am – 5pm AEST** |