

To assist us in making a decision on your claim, we need the further information requested below.

Please tick Yes or No as necessary. If there is not enough space for your answers or you want to give more than a simple Yes or No please continue on a separate sheet of paper. If you need help in completing this form, please contact the Redundancy Payments Office.

Employer:
Case reference:
National insurance number:

Data Protection Act 1998

We will put the information you give us onto a computer. It will help us deal with your claim. We may also give this information to your last employer, their representative and any relevant government departments or agencies to check your claim and work out your payment.

1. Have you started a new job since being made redundant?

Yes Please answer questions 2-13

No Go to question 15.

2. What is the name and address of your new employer?

3. When were you offered employment?

Date

Time

4. Who made the job offer to you?

5. When did you start working for this new employer?

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6. Has your rate of pay remained the same?

Yes No

7. Has your job remained the same (duties, responsibilities etc)?

Yes No

8. Have your hours of work remained the same?

Yes No

9. Has your immediate supervisor remained the same?

Yes No

10. Has your holiday entitlement remained the same?

Yes No

11. Are you using the same machinery?

Yes No

12. Are you dealing with any or all of the same customers?

Yes No

13. If you answered No to any questions between 6-12 please state the differences.

14. If there have been any other changes please give details:

15. Were you offered a job?

Yes No

16. If yes:

a) When was the job offered to you?

b) Who made the job offer to you?

Name:

Address:

c) Why did you turn the offer down?

Declaration- Please read this carefully before signing

- I have filled in all relevant parts of the form.
- I have understood that you may take legal action against me if I have made a false statement on this form.

Your Signature:

Date:

Now return your form to this address:

Edinburgh Redundancy Payments Office
Ladywell House,
Ladywell Road,
Edinburgh,
EH12 7UR