



First Day Checklist:

It's a good idea to have this checklist handy when speaking to your new manager before you start.

Start Date:

Start Time:

Parking Location:

Location Address:

Ask for _____ when you arrive

Dress Code:

Lunch Plans confirmed

Any job specific items or tools to bring:

Any other questions:

Have your I-9 Documentation Ready to go:

Documentation to prove eligibility to work in the United States – go here if you aren't sure what you need!

<https://www.uscis.gov/i-9-central/acceptable-documents>