



# VERMONT YOUTH CONSERVATION CORPS

1. This is a list of the **REQUIRED PDF FORMS** you can fill out on a computer. Fill them out, save them, and email them back. Or if you don't have computer access, print them out and mail them back to us (who/where to send each is on the forms).
2. **Deadline for hiring paperwork: May 15**

## **AmeriCorps Farm member selection documents (check these off and return to Caitlin)**

- completed offer letter
- complete Truescreen process via email Caitlin sent you
- schedule fingerprinting through Fieldprint via email Caitlin sent you
- signed* Position Description
- AHS Release Form
- Criminal History Form
- Direct Deposit Form
- W2 Consent Form
- W4
- MVR Consent Form
- Health Form

## **All done? Send the all required documents to Caitlin**

- Email docs as attachments to [caitlin.perrier@vycc.org](mailto:caitlin.perrier@vycc.org)
- Or print, fill out and mail to:  
VYCC  
c/o Caitlin Perrier  
1949 East Main St  
Richmond, VT 05477

Questions? Email Caitlin at [caitlin.perrier@vycc.org](mailto:caitlin.perrier@vycc.org) or text her at 802-693-0188