**IRC CIE Face Sheet for Vendors**

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| **Consumer Information** |  |
| Consumer Name |  |
| UCI# |  |
| Last 4 digits SSI# |  |
| Birthday |  |
| Service Coordinator |  |
| **Vendor Information** |  |
| Vendor Name |  |
| Vendor Address |  |
| Vendor Number |  |
| Contact Name and Email |  |
| Purchase of Service | CIE EMPP / CIE EMP6 / CIE EMP12 |
| **Employment Information** |  |
| Employer Name |  |
| Address |  |
| Start Date |  |
| Type of Employment; (ie; Janitorial, warehouse, retail etc…) |  |
| Job title and duties: |  |
| Work hours per Week |  |
| Hourly Wage/Salary |  |
| Employment Supports per week needed (coaching hrs) |  |
| Job coaching funded by DOR | Yes \_\_\_\_\_ No \_\_\_\_\_\_ |
| PREVIOUS CIE’s; include employer and last date of employment |  |
| **Benefits Information** |  |
| Sick Leave (y/n) |  |
| Holiday, Vacation (y/n) |  |
| Medical, Dental, Vision (y/n) |  |