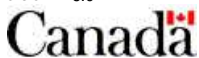


RECORD OF EMPLOYMENT (ROE)

1 SERIAL NO. T00016288	2 SERIAL NO. OF ROE AMENDED OR REPLACED T00016283	3 EMPLOYER'S PAYROLL REFERENCE NO.																																																																																																																																		
4 EMPLOYER'S NAME AND ADDRESS ROE Guest Business 9998 190 Promenade Du Portage Hull, QC Canada		5 CRA BUSINESS NUMBER (BN) 10000025RP9998																																																																																																																																		
		6 PAY PERIOD TYPE W - Weekly																																																																																																																																		
		7 POSTAL CODE S4W 5V1																																																																																																																																		
9 EMPLOYEE'S NAME AND ADDRESS John Smith 123 Anywhere Street Ottawa, Ontario Q2E 1E4		8 SOCIAL INSURANCE NO. 990-000-010																																																																																																																																		
		10 FIRST DAY WORKED D M Y 07 07 2001																																																																																																																																		
		11 LAST DAY FOR WHICH PAID D M Y 26 08 2005																																																																																																																																		
		12 FINAL PAY PERIOD ENDING DATE D M Y 27 08 2005																																																																																																																																		
13 OCCUPATION Carpenter		14 EXPECTED DATE OF RECALL D M Y <input checked="" type="checkbox"/> UNKNOWN <input type="checkbox"/> NOT RETURNING																																																																																																																																		
15A TOTAL INSURABLE HOURS ACCORDING TO CHART ON PAGE 2 <div style="border: 1px solid black; padding: 2px; display: inline-block;">975</div>	16 REASON FOR ISSUING THIS ROE ENTER CODE A																																																																																																																																			
15B TOTAL INSURABLE EARNINGS ACCORDING TO CHART ON PAGE 2 <div style="border: 1px solid black; padding: 2px; display: inline-block;">\$ 11,962.13</div>	FOR FURTHER INFORMATION, CONTACT Bill Smith TELEPHONE NO. (514) 123-4567																																																																																																																																			
15C THE FIRST ENTRY MUST RECORD THE INSURABLE EARNINGS FOR THE FINAL (MOST RECENT) INSURED PAY PERIOD. ENTER DETAILS BY PAY PERIOD AS PER THE CHART ON PAGE 2.		17 ONLY COMPLETE IF PAYMENT OR BENEFITS (OTHER THAN REGULAR PAY) PAID IN OR IN ANTICIPATION OF THE FINAL PAY PERIOD OR PAYABLE AT A LATER DATE. A - VACATION PAY B - STATUTORY HOLIDAY PAY FOR																																																																																																																																		
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		22 I AM AWARE THAT IT IS AN OFFENSE TO MAKE FALSE ENTRIES AND HEREBY CERTIFY THAT ALL STATEMENTS ON THIS FORM ARE TRUE. Name of Issuer Jean Leduc																																																																																																																																		
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Important Note to Employees

Keep this Record of Employment (ROE) form. Service Canada uses the information on it to decide your right to benefits, your weekly rate and the number of weeks payable. Further information about how benefits are calculated is available at website: www.servicecanada.gc.ca.

If any information on this form is wrong, tell your employer right away. Do not make any changes yourself.

When you file a claim for Employment Insurance (EI) income benefits, provide this copy of your Record of Employment to Service Canada with all Records of Employment you've been given in the past 2 years, or since your last claim started (whichever is the shorter period). A copy of this Record of Employment is used by Service Canada to protect the Employment Insurance fund from abuse and fraud. A copy is kept by your employer.

If you are not applying for benefits now, keep this and all other Records of Employment in a safe place for 2 years after the latest date recorded in Block 11.

Information on this form is collected by Service Canada and is to be used for administration and enforcement of the *Employment Insurance Act*. Issuance of this form by the employer is required by law whenever there is an interruption of earnings. The information will be retained for 11 years in Personal Information Banks HRSDC PPU 150, 180 and 385 and will be used and disclosed in accordance with the conditions listed therein. This information may also be used for policy analysis, research and/or evaluation purposes. In order to conduct these activities, information under the custody and control of Service Canada may be linked. The information collected will be administered in accordance with the *Privacy Act*. Under provisions of the *Privacy Act*, individuals have the right to the protection of, and access to, their personal information. Instructions to assist an individual in obtaining his/her personal information, as well a detailed description of the Personal Information Banks, are found in the Info Source publication, available at Service Canada Centres or on-line at the following website address: <http://infosource.gc.ca>.

Anyone, who for any reason receives EI income benefits to which he or she is not entitled, will be required to repay those benefits. Making false or misleading statements knowingly is an offence under the law. It can result in an administrative penalty or prosecution before the courts.

INFORMATION INCLUDED IN BLOCKS 15A, 15B AND 15C

The following chart indicates the number of pay periods to be completed by employers in Blocks 15A, 15B, and 15C (or since the last ROE, whichever is less).

Pay Period Type (Block 6)	Total Hours (Block 15A) and Detailed Earnings (Block 15C)	Total Earnings (Block 15 B)
Weekly	Last 53 pay periods	Last 27 pay periods
Bi-weekly	Last 27 pay periods	Last 14 pay periods
Semi-Monthly	Last 25 pay periods	Last 13 pay periods
Monthly	Last 13 pay periods	Last 7 pay periods
13 Pay Periods a Year (or less if shorter)	Last 14 pay periods	Last 7 pay periods

Block 15A-Total Insurable Hours

Total insurable hours for the pay periods as per above chart. For example, where your pay period type is weekly, provide total insurable hours in the last 53 consecutive pay periods, or less if the period of employment was shorter.

Block 15B-Total Insurable Earnings

Total insurable earnings for the pay periods as per above chart. For example, where your pay period type is weekly, provide total insurable earnings in the last 27 consecutive pay periods, or less if the period of employment was shorter.

Block 15C-Details of Insurable Earnings by Pay Periods

The first entry must record the insurable earnings for the final (most recent) insured pay period. Enter details by pay period as per the above chart. For example, where the pay period is bi-weekly, provide the insurable earnings for each of the last 27 pay periods, or less if the period of employment was shorter. Where there is a pay period with zero or no insurable earnings, enter "0.00".

The following provides an explanation of the code entered in Block 16 of this Record of Employment

A - Shortage of work	B - Strike or lockout	C - Return to school
D - Illness or injury	E - Quit	F - Maternity
G - Retirement	H - Work Sharing	J - Apprentice training
M - Dismissal	N - Leave of absence	K - Other
Z - Compassionate Care		P - Parental