

**2009 Fall R&D Co-operative Employment Program
CONTRACT**

It is understood that:

- (1) Economic and Rural Development (ERD) will issue a wage rebate of \$15 per hour to a maximum of 35 hours per week when the private sector company engaged in Research and Development pays \$20.00 per hour wage
- (2) the wage rebate will be issued to a company having employed a co-operative student(s) enrolled in a recognized Nova Scotia post-secondary program in the fields of science, engineering or business and if the student works the minimum approved hours as accepted by the Co-op institution
- (3) the wage rebate is eligible between **August 31, 2009** and **December 18, 2009**, for a maximum of 16 weeks of continuous employment within this period

It is understood that I, the employer agree to:

- (4) pay the student(s) hired their full wage, as indicated on our application
- (5) pay the student(s) 4% vacation pay in addition to the hourly rate of pay stated on our application
- (6) be responsible for paying the employer's share of Employment Insurance, Canada Pension contributions and Workers' Compensation coverage
- (7) ensure that appropriate deductions for Employment Insurance, Canada Pension and Income Tax are made from student's pay and remitted to the Canada Revenue Agency
- (9) keep copies of all documents for audit purposes
- (10) supervise student(s) and accept that failure to do so may result in project termination, and to ensure that the student's duties match the position(s) specified in the approval letter
- (11) adhere to the *Nova Scotia Occupational Health & Safety Act* as administered by the Nova Scotia Department of Labour and Workforce Development
- (12) ensure that at least two signing authorities, designated on this document, can be reached between 8:30 a.m. and 4:30 p.m., one being responsible for finances
- (13) ensure that only the persons named on this form are approved to speak to Student Employment Program staff about this wage rebate
- (14) ensure that all required financial documents will be sent to the Student Employment Program Office by the post marked deadline of:
January 18, 2010.
- (15)

DECLARATION

I confirm that our company is a participant in the IRAP and/or SRED Program. I agree to the Revenue Canada Agency releasing information that confirms our participation in the SRED Program to Economic and Rural Development, and/or National Research Council releasing information that confirms our participation in the IRAP program to Economic and Rural Development.

Signature of Contact

Date

OVER →

**2009 Fall - R&D Co-operative Employment Program
CONTRACT (continued)**

I have read and accept all responsibilities of the program. I will send this form with the original signatures to the R&D Co-operative Employment program no later than 10 business days after the date on the *Approval Letter*.

Name of Organization (as stated on the *Approval Letter*):

Division/Department: (as stated on the *Approval Letter*):

Project file #: 2009 _____

Contact Person (as stated on the *Application*): (please print)

Signature of Contact (on application)

Date Signed

Complete this section for the **SECOND SIGNING AUTHORITY**.

I, _____
(**Contact/Signing Authority**)

hereby authorize the following person to: (**circle one**)

SHARE signing authority for this project

OR

REPLACE me as contact person for this project

Name: _____
2nd Contact/2nd Signing Authority (Please print)

Daytime phone #: _____

E-mail: _____

Any change in the above information, requires an amended copy of this agreement to be forwarded immediately to:

Economic and Rural Development
R&D Co-operative Employment Program
1660 Hollis Street, Suite 600
Halifax, NS B3J 1V7

Each person being given signing authority must sign this contract.

Signature of signing authority: _____

Date signed: _____

Signature of 2nd signing authority: _____

Date signed: _____