

# Employee handbook etc.

## **Employee Handbook**

*Your go-to document for your company's policies on team culture, legal obligations of employees and the hiring party, and vacation/sick day/equity policies. (You can also link your Employee Handbook here if it's in a different format).*

*A Handbook reference on your PerfectWiki can look something like this:*

## **Team Culture and Values**

## **Employee Legal Obligations and Rights**

## **Employer Legal Obligations and Rights**

## **Vacation, Sick Day, and Maternity Leave**

## **Medical Insurance**

## **Equity Policies**

## **Payroll Documents**

*This section should include important files such as PayPal and void cheque forms for new employees, salary scales, and commission policies.*