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REPORT ON CONSTRUCTION WORK – LEASED-EMPLOYEE DETAILS (ENCLOSURE)

Tax Administration
P.O. Box 5000
FI-00053 VERO

File this form as an enclosure to Report on construction work – employee information (3719e), if there are leased employees working on the site. You may need several copies of this form because you can fill in the details of only one employee-leasing company and its employees on one form. If there are workers leased from several different companies on the site, fill in a separate form for each employee-leasing company. For other than leased employees, fill in Form 3722e Report on construction work – employee details.

1 Party with reporting obligation, and reported month (Fill in the same information as on Form 3719e Report on construction work – employee information)

Name			
Identifier	Home country		
Type of identifier			
☐ Finnish Business ID	☐ Finnish personal ID	☐ VAT identification number (VAT number)	
☐ Foreign trade registration number	☐ TIN (foreign taxpayer ID code)	☐ Foreign personal ID or the like	
Reported month (mm)		Reported year (yyyy)	

2 Construction site

Enter the address of the site. If the site has no accurate address, describe the location of the site. Always enter the postal code and post office (city/town) of the site.

Site number	
Street address	
Free-text description of site location	
Postal code	Post office

3 Employee-leasing company

Enter here the company that has leased their employees to the company operating on the construction site. Also name the contact person of the employee-leasing company.

Name			
Identifier	Home country		
Type of identifier			
☐ Finnish Business ID	☐ Finnish personal ID	☐ VAT identification number (VAT number)	
☐ Foreign trade registration number	☐ TIN (foreign taxpayer ID code)	☐ Foreign personal ID or the like	
c/o			
Street address			P.O. Box
Postal code	Post office	Country	

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Identifier of party with reporting obligation

Contact person

Last name	First name

Phone number	E-mail address

4 Service recipient

Fill in the details of the company that has leased employees from another company to work on the site.

Name

Identifier	Home country

Type of identifier

☐ Finnish Business ID	☐ Finnish personal ID	☐ VAT identification number (VAT number)
☐ Foreign trade registration number	☐ TIN (foreign taxpayer ID code)	☐ Foreign personal ID or the like

5 Employee details missing

If you have not received all the employee details, you can state it here.

☐ All employee information is missing ☐ Some employee information is missing

6 Leased employee

Give details on the leased employees. Enter either a personal ID or a tax number and date of birth.

1

Last name	First name

Tax number	Date of birth	Finnish personal ID

Days worked during the month	Hours worked during the month

2

Last name	First name

Tax number	Date of birth	Finnish personal ID

Days worked during the month	Hours worked during the month

3

Last name	First name

Tax number	Date of birth	Finnish personal ID

Days worked during the month	Hours worked during the month

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Identifier of party with reporting obligation

4

Last name		First name
Tax number	**Date of birth**	**Finnish personal ID**
Days worked during the month	**Hours worked during the month**	

5

Last name		First name
Tax number	**Date of birth**	**Finnish personal ID**
Days worked during the month	**Hours worked during the month**	

6

Last name		First name
Tax number	**Date of birth**	**Finnish personal ID**
Days worked during the month	**Hours worked during the month**	

7

Last name		First name
Tax number	**Date of birth**	**Finnish personal ID**
Days worked during the month	**Hours worked during the month**	

8

Last name		First name
Tax number	**Date of birth**	**Finnish personal ID**
Days worked during the month	**Hours worked during the month**	

If you have more than eight leased employees to report, fill in another form.

Date and signature

Date	Signature	Phone number

The information entered on this form will be read by computer, by optical character recognition. The computer system does not process anything you may have written outside the spaces. Only fill in forms printed out from tax.fi, do not use photocopies. Photocopies may have inferior quality, making optical character recognition difficult.

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