



INFORMATION REQUIRED FOR *Wrongful Dismissal Assessments*

- Claimant's date of birth.
- Date of termination.
- Detailed resume or profile of plaintiff's education and employment history (*Employment/Education Diary*).
- Plaintiff's income tax returns for as many years as possible (preferably at least five (5) years prior to the date the employment ceased to the present).
- Job description / job title** at previous employment (preferably employer's description).
- Pension member **year-end statement** from previous employer, and benefits booklet from previous employer.
- MITIGATION: jobs applied for since termination – newspaper ads, online ads, letters of application, dates of interviews, etc.
- MITIGATION: employment *since* termination – date of hire, position, salary, employer-sponsored benefits.
- Salary increases *since* termination: when and what percentage (%).

Do not send originals. Please forward copies only.

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