

VERIFICATION OF EMPLOYMENT

TO (Company Name) : _____

ATTN: _____

Fax # (to): _____

The applicant listed below has applied for an apartment in our community, The Arbors of Mt. Vernon. Please fill out this form and return to us via Fax at (740) 392-1621. If you have any questions, please call us at (740) 392-9014. Thank you.

 Applicant Name

_____-_____-_____
 Social Security Number

My signature below authorizes you to release this information.

 Applicant Signature

 Date

Current or former employee: Current _____ Former _____

Employment Dates From: _____ To: _____

Position: _____

Base Pay (enter amount in applicable period):

Hourly: \$ _____ Weekly: \$ _____ Monthly: \$ _____

YTD Earnings: \$ _____ Other: \$ _____

Overtime: \$ _____ Commissions: \$ _____ Bonus: \$ _____

Probability of Continued Employment _____

Please list any additional comments below:

Signed _____ Title: _____

Please Print Name _____

Phone # _____ Date _____

<p>Office Use Only Verbal Verification</p> <p>Date _____</p> <p>Spoke To _____</p> <p>_____</p> <p>By _____</p>
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