REQUEST FOR VERIFICATION OF EMPLOYMENT
CONVENTIONAL PROPERTIES

Name and Address of Applicants Employer: _____ _____ _____ To Employer: An application has been made by the above named applicant for residency in our apartments. The applicant has indicated that he (she) is employed by you, and would appreciate it if you would confirm this employment in the space provided below.	Name of applicant: _____ Address: _____ Social Security Number: _____ Work Division or I.D. Number: _____ I hereby give my approval for verification of my employment and salary status. _____ _____ Applicant Signature Date

EMPLOYER'S VERIFICATION

Present Position	**Date Hired**	**Present Rate of Pay**
		Hourly $_____ X _____ hrs/wk X _____ wk/yr Weekly $_____ X _____ wk/yr Annual $_____ Per Year

Additional Compensation:
(Actual Amounts received over the last twelve months)

Overtime $_____
Commissions $_____
Bonus $_____
Tips $_____

Probability of continued employment:	**Anticipated <u>Total</u> Income for the Next 12 Months:**

Military Service: If Applicant is in military service please report income on a monthly basis as follows:

Base Pay $_____; quarters & subsistence $ _____; flight or hazard duty allowance $ _____.

Please return this from to: Windsor Court Townhomes 1831 Hidden Lane Lancaster, PA 17603 (717) 392-5801 office@liveatwindsorcourt.com	_____ _____ Employers Signature Date _____ _____ Title Phone **Thank you for your assistance.** _____ Management Representative