

Priority Home Mortgage

Request for Verification of Employment

(Applicant: Fill out the top portion only and give to employer to fill out the lower portion)

Applicant Name: _____ SSN: _____

Address: Phone:

Employer's Name: Address:

Release: *I hereby authorize the release of the requested information*

Signature: _____

Date: _____

TO BE COMPLETED BY EMPLOYER

This information will be used only in determining eligibility for an Affordable Housing purchase. Your prompt return of this form is appreciated. Mail to: *Ashley Scherr, 8911 Capital of Texas Hwy. Suite 4240, Austin, Texas 78759* or fax a copy to: (512)-527-8869. If you have questions, feel free to call Ashley Scherr at (512)-527-0500

Position Held: _____

Employed From: _____ To: _____

Employee is paid: Weekly Bi-Weekly
 Bi-Monthly Monthly Other

Current rate of gross pay per pay period: \$ _____

Average hours worked per week: _____

Overtime rate per hour: \$ _____

Average hours of overtime per week: _____

Commissions earned per week (estimate): \$ _____

Tips per week (estimate): \$ _____

Is pay received for vacation?

Yes No

of vacation days per year: _____

Is pay likely to increase in the next 12 months?

Yes No

Date of next pay increase: _____

Date of last pay increase: _____

Probability of continued employment

High Low Don't Know

Authorized Signature of Employer: _____

Name: _____

Date: _____

Title: _____

Phone: _____