


# Concord Village



## CURRENT/ PREVIOUS EMPLOYMENT VERIFICATION REQUEST

To be completed by applicant:

I, \_\_\_\_\_, do hereby give authorization for the release of the following information to Concord Village Apartments for rental purposes.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

To: \_\_\_\_\_

Fax No: \_\_\_\_\_

Attn: \_\_\_\_\_

Date: \_\_\_\_\_

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To be completed by employer:

**This is verification for rental purposes. Please complete and return at your earliest convenience. Please keep in mind we are trying to make an expedient decision for this applicant. If you have any questions please feel free to call the below number.**

Name: \_\_\_\_\_

Position \_\_\_\_\_

Start Date: \_\_\_\_\_

Hours worked per week: \_\_\_\_\_

Is there an average of overtime hour's worked \_\_\_\_\_

Is employment expected to continue \_\_\_\_\_

Is employment full-time or part-time \_\_\_\_\_

Salary: \_\_\_\_\_

End Date: \_\_\_\_\_

Is there overtime \_\_\_\_\_

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
Date

Thank you for your time in expediting this information. Please fax back to 931-906-0533