

Roslyn Realty
P.O. Box 6188, Cincinnati, Oh 45206, 513-646-7508 / 513-751-9716 fax

Income Source/Employment Verification Request

Employee Name: _____
 First Middle Last

Occupation: _____
 Social security Number: _____ Driver's License # _____ State _____

We reserve the right to verify this income/employment information provided by herein and hereby authorize the release of this and all other income/employment information to Roslyn Realty, or its agents or subcontractors in reference to application submitted to rent an apartment.

_____, 20__
 Employee / Applicant Date

Please return this completed verification with two current pay stubs.

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TO BE FILLED OUT BY SUPERVISOR OR PERSONNEL DEPARTMENT

Company Name: _____

Street Address: _____

Phone Number: (____) _____ Name of direct supervisor: _____

Length of Employment: From: _____ To: _____, 20__

Employment is: Full-time _____ Full-time/Seasonal: _____ Part-time: _____

Pay schedule is: Weekly: _____ Bi-weekly: _____ Monthly: _____

Income source/compensation:

<u>TYPE</u>	<u>WEEKLY WAGES</u>	<u>MONTHLY INCOME</u>
Hours worked per week: _____		
Salary	_____ \$ _____ x 4wks = \$ _____	\$ _____
Hourly rate	_____ \$ _____ x 4wks = \$ _____	\$ _____
Commissions/Tips	_____ \$ _____ x 4wks = \$ _____	\$ _____
SSI Income	_____	\$ _____
Child Support	_____	\$ _____
Worker's Comp	_____	\$ _____
Other Income	_____	\$ _____

Supervisor/Personnel Department

By _____ Title: _____ Phone: _____
 (Person who filled out this verification.)