

**THE WINDSOR**

**EMPLOYMENT VERIFICATION**

APPLICANT: Please complete the top portion of this form so that your employer may release the requested information.

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

Employer: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_ Fax number: \_\_\_\_\_

Supervisor's Name: \_\_\_\_\_

I hereby authorize the release of my employment information to The Windsor

Employee's Signature: \_\_\_\_\_

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EMPLOYER: Your employee has applied for rental of an apartment with us. As part of the qualification process, we require verification of employment and the information requested below.

Employment began: \_\_\_\_\_

Hour worked weekly: \_\_\_\_\_

If hours vary what are the:

Average hours worked: \_\_\_\_\_ Minimum hours worked: \_\_\_\_\_

Position: \_\_\_\_\_

Gross monthly income: \_\_\_\_\_

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Name & Title of Supervisor	Signature	Date	Phone number
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Thank you for your prompt response in assisting us in our apartment application process.

PLEASE FAX THIS BACK TO: 715-295-9301

If you have any questions, our phone number is: 715-295-9300