

RED DEER HOUSING AUTHORITY
INCOME VERIFICATION:

Date: _____

TO EMPLOYER:

RE: _____

Dear Sir/Madam:

Red Deer Housing Authority is required to verify income for applicants and present tenants for the purposes of establishing eligibility and determining the monthly rent.

The applicant/tenant has indicated that he/she is presently or has been employed by you. Your assistance is requested in completing the information section of this form and returning it to our office.

If you have any questions, please do not hesitate to contact our office at 403-343-2177. Thank you in advance for your co-operation in this matter.

Yours truly,

RED DEER HOUSING AUTHORITY

FAX: 403-343-2176

Position held by above: _____

Present **Gross** rate of pay: _____
(Please **specify** whether hourly, weekly, or monthly)

Rate of Gross pay at termination (if applicable): _____
(Please **specify** whether hourly, weekly, or monthly)

Date of Last Salary Increase: _____ 20_____
(Day) (Month) (Year)

Total Goss Earnings for the past 12 months: \$ _____
(If not employed for a complete 12 months, please specify exact period of time)

Number of Hours per Week Worked: _____

Exact Date of Commencement of Employment: _____
(Day / Month / Year)

Exact Date of Termination of Employment (if applicable) : _____
(Day / Month / Year)

Employer's Company Name: _____

Address: _____

Authorized Signature

Printed Name

Phone No:

Date