



**RENTAL PROPERTY  
YOU ARE APPLYING FOR:**

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_  
UNIT#: \_\_\_\_\_

**EMPLOYMENT VERIFICATION REQUEST**

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

Contact: \_\_\_\_\_

Phone No.: (\_\_\_\_) \_\_\_\_\_

Fax No.: (\_\_\_\_) \_\_\_\_\_

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

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

**FROM:**

Urban Aire Realty, Bret Derrickson, as Agent

29w455 Hawthorne Ln., Warrenville, IL 60555

OFFICE: 630.791.9150 FAX: 312.265.6559

[bret@bretderrickson.com](mailto:bret@bretderrickson.com)

[www.urbanairerealty.com](http://www.urbanairerealty.com)

The person(s) named below has made application for apartment/housing rental with us. You were as the current employment for this applicant. The applicant by his/her signature, has authorized you release information about their employment. Your comments or recommendation on this matter will sincerely appreciated.

**PLEASE FAX BACK ASAP TO 312-265-6559**

Employee Name \_\_\_\_\_

S.S.N. \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Employee Signature \_\_\_\_\_

**EMPLOYER COMMENTS for employer use only:**

Start Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Termination Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  Still employed

Salary \$ \_\_\_\_\_ hourly / annual (circle one) Additional Bonus \$ \_\_\_\_\_ annual yearnings

Payroll method:  weekly  bi-monthly  monthly  other: \_\_\_\_\_

Position: \_\_\_\_\_  Full-time  Part-time  Other: \_\_\_\_\_

Comments \_\_\_\_\_

Signature \_\_\_\_\_ Title \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_