

# Request for Employment Verification

## To:

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

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

Company Fax: \_\_\_\_\_

Company Phone: \_\_\_\_\_

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

Phone No.: \_\_\_\_\_

Social Security No.: \_\_\_\_\_

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

Signature: \_\_\_\_\_

**I hereby authorize my employer to release any requested information regarding my employment record, current income and wage history.**

**Applicant Must Complete This Box**

## FROM:



Quality, Clean, Comfortable & Affordable  
Apartments Of All Sizes All Over Town

### Mailing Address:

Trike Property Management

P.O. Box 11159

Milwaukee, WI 53211

**PHONE: 414-332-5500**

**FAX: 414-332-5511**

**WEB SITE: [www.trikepm.com](http://www.trikepm.com)**

Rental Agent's Name

Building Code / Unit #  
Applying For

## **Address & Unit Number Applied For:** \_\_\_\_\_

The person named above has applied for an apartment for rent and has authorized you to release the requested information. **Please complete and Fax to 414-332-5511** at your earliest convenience. Your prompt attention is greatly appreciated. Thank you.

1. How long has employee been employed with your company? \_\_\_\_\_

2. Position held? \_\_\_\_\_

3. How many hours does this employee work on a weekly basis? \_\_\_\_\_

4. What is this employee's wage? \_\_\_\_\_

How is this paid? \_\_\_\_\_

weekly, bi-weekly, monthly, annually

5. Is this employee dependable and on time for work each day? \_\_\_\_\_

6. Is there any reason to believe this employee will be laid off in the near future? \_\_\_\_\_

Information verified by: Signature: \_\_\_\_\_

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

Sincerely,

Phone: \_\_\_\_\_

**TRIKE PROPERTY MANAGEMENT**  
**Property Management Division**  
**Occupancy Specialist**