



**HARRISONBURG
REDEVELOPMENT AND
HOUSING AUTHORITY**

P.O. BOX 1071 + HARRISONBURG, VA 22803
Phone/VTDD 540-434-7386 + Fax 540-432-1113

**EMPLOYMENT VERIFICATION
(AND EMPLOYMENT TERMINATION VERIFICATION)**

_____ Name of Employee (or former employee)		_____ Date
_____ Address		_____ Unit Number
_____ ***_**_ Last 4 of Employee SSN	_____ Phone	_____ HOH/File (HRHA use)

I hereby authorize the release of the below information, relative to my earnings and employment history, to HRHA.

_____ Employee Signature	_____ Date
-----------------------------	---------------

TO THE EMPLOYER: Thank you for completing this inquiry about the person named above, to determine eligibility and/or rent calculations for low-income housing with HRHA. Please return this form within 7 business days of receipt, by fax to 540-432-1113, or by mail to P.O. Box 1071, Harrisonburg VA 22803.

Employment start date: _____ Occupation: _____

Current employee (circle one)? YES NO **If NO, date work terminated:** _____

If terminated, is termination permanent? YES NO N/A (if NO, explain under "additional remarks")

Base pay rate: \$ _____ per (circle one): HOUR WEEK MONTH

Average hours per week: _____ Effective date of current pay rate/hours: _____

The employee is paid (circle one): WEEKLY EVERY TWO WEEKS MONTHLY OTHER

Does the employee receive any other compensation not accounted for above, such as bonuses, tips, or overtime pay (circle one)? YES NO

Does the employee receive their wages/salary via direct deposit (circle one)? YES NO

Additional remarks or comments: _____

_____ Name	_____ Title	_____ Date
---------------	----------------	---------------

_____ Signature of Authorized Employer Representative	_____ Company	_____ Phone
--	------------------	----------------

WARNING: Title 18, Section 1001 of U.S. Code states that a person is guilty of a felony for knowingly and willingly making a false or fraudulent statement to any department or agency of the United States Government.

EQUAL HOUSING OPPORTUNITY PROVIDER

Rev. 5/15/17

HRHA provides reasonable accommodations to individuals with disabilities consistent with the Section 504 Final Rule (24 CFR Part 8) & the Fair Housing Amendments Act