



VERBAL VERIFICATION OF EMPLOYMENT FORM

Employee Name	Social Security No.
Employer Name	Employer Address
Employer Phone No.	Contact Person/Title
Phone Number Verified By: Directory Assistance Telephone Book	

PRESENT EMPLOYMENT INFORMATION

1. Employment Start Date	2. Present Position	3. Probability of Continued Employment	
4. Earnings: \$ _____ Annual Monthly Weekly (Average number of hours per week) Other			
TYPE	YEAR-TO-DATE	PAST YEAR	If overtime or bonus is applicable, is it likely to be continued? Overtime: Yes No Bonus: Yes No
Base Pay	\$ _____	\$ _____	
Overtime	\$ _____	\$ _____	
Commissions	\$ _____	\$ _____	
Bonus	\$ _____	\$ _____	
5. Does the employee receive any other compensation not reflected on the pay check stub or W-2?			
6. Earnings remarks:			

PREVIOUS EMPLOYMENT INFORMATION

1. Date Employment Began _____		Date Employment Ended _____	
2. Position Held	3. Reason for Leaving	4. Salary	

The undersigned confirmed the borrower's employment position and salary range by telephone.

Processor/Loan Officer Signature _____ Date _____ Processor/Loan Officer Printed Name _____

THIS FORM MAY BE USED FOR PRESENT EMPLOYMENT AND FOR ALL PREVIOUS EMPLOYMENT.

FOR PRESENT EMPLOYMENT, ALTERNATIVE DOCUMENTATION REQUIRED INCLUDES THIS FORM, MOST RECENT CHECK STUBS FOR 30 DAYS AND TWO YEARS' W-2 FORMS. ALSO, THE LENDER MUST OBTAIN A SIGNED COPY OF IRS FORM 4506 OR FORM 8821 (REQUEST FOR COPY OF TAX FORM).

ALL PREVIOUS EMPLOYMENT FOR THE PAST CALENDAR YEAR MUST BE VERIFIED. ONLY THIS FORM IS REQUIRED.