

REQUEST FOR VERIFICATION OF EMPLOYMENT

A. NAME AND ADDRESS OF APPLICANT FOR LOAN

B. NAME AND ADDRESS OF APPLICANT'S EMPLOYER

Name _____

Name _____

Street Address _____

Street Address _____

City, State, Zip Code _____

City, State, Zip Code _____

C. SOCIAL SECURITY NUMBER

NOTE TO EMPLOYER: The applicant identified in Block A has applied for a Federal loan for property rehabilitation under Section 312 of the Housing Act of 1964, as amended and/or a Section 115 rehabilitation grant authorized under the Housing Act of 1949, as amended. The applicant has authorized this Department in writing to obtain verification from any source named in the application. Your verification of employment is for the confidential use of this department and the U.S. Department of Housing and Urban Development. Please furnish this information requested below and return this form.

EMPLOYER'S VERIFICATION

D. Position Held _____

E. Rate of Pay (Estimated, if not actually paid on hourly or annual basis)

F. Date of Employment _____

HOURLY \$ _____ ANNUAL \$ _____

Hours worked per week: _____

G. Probability of Continued Employment _____

Additional Compensation:
Actual Amounts Received Past 12 Months

Overtime \$ _____

Commissions \$ _____

Bonus \$ _____

Other Remarks: _____

If applicant is in military service, give income on monthly basis as follows:

Additional Information:

Base Pay \$ _____

Quarters and Subsistence \$ _____

Flight or Hazard Duty Allowance \$ _____

Signature of Employer

The above information is furnished in strict confidence in response to your request.

_____ Date

_____ Signature

_____ Title

NAME AND ADDRESS OF PUBLIC BODY TO WHICH THIS FORM IS TO BE RETURNED (INCLUDING ZIP CODE)

**Harris County Community Services Department
Attn: Lending Services
8410 Lantern Point
Houston, Texas 77054
832-927-4957/FAX 832-927-0564**

Authorization

I hereby authorize release of the above requested information.

_____ Signature of Applicant

_____ Date

REQUEST FOR VERIFICATION OF MORTGAGE OR DEED OF TRUST

A. Applicant's Name	Applicant's Address
B. Mortgage Company's Name	Mortgage Company's Address / Telephone Number
C. Account Number	

NOTE TO MORTGAGE COMPANY: The applicant identified in Block A has applied for a Federal loan for rehabilitation of the above property under Section 312 of the Housing Act of 1964, as amended. The applicant has authorized this Department in writing to obtain verification of the status of existing mortgages on the property from any source named in the application. The requested information in this verification of mortgage is for the confidential use of this Department and the U.S. Department of Housing and Urban Development. Please furnish this information requested below and return this form.

MORTGAGE DATA

(TO BE COMPLETED BY MORTGAGE COMPANY ONLY OR SUBMIT COPY OF YOUR MORTGAGE STATEMENT)

D. FINANCIAL DATA

Date of Loan Maturity	Present Balance \$ _____	1. Type of Mortgage <input type="checkbox"/> Conventional <input type="checkbox"/> FHA <input type="checkbox"/> VA
Monthly Payment to Principal and Interest \$ _____	Mortgage Insurance Premium \$ _____	2. Are Payments Current <input type="checkbox"/> YES <input type="checkbox"/> NO
Real Estate Taxes \$ _____	Fire Insurance \$ _____	ARREARS \$ _____ PERIOD _____
TOTAL MONTHLY PAYMENT : \$ _____		3. State the amount of termination fee or prepayment penalty payable upon full prepayment of the loan \$ _____
		4. Has the account been satisfactory <input type="checkbox"/> YES <input type="checkbox"/> NO

E. Other Remarks:

F. Signature of Mortgage Company
The above information is furnished in strict confidence in response to your request.

_____	_____	_____
Date	Signature	Title

G. NAME AND ADDRESS OF PUBLIC BODY TO WHICH THIS FORM IS TO BE RETURNED (INCLUDING ZIP CODE)

**Harris County Community Services Department
Attn: Lending Services
8410 Lantern Point
Houston, Texas 77054
832-927-4957/FAX 832-927-0564**

H. Authorization:
I hereby authorize the mortgage company to furnish to the public body (identified in Block G) the information regarding the mortgage identified above.

_____	_____
Signature of Applicant	Date