

EMPLOYMENT & INCOME VERIFICATION

TO BE COMPLETED BY THE EMPLOYEE

I hereby grant permission to disclose my income to the Aspen/Pitkin County Housing Authority in order that they may determine income and residence eligibility for rental or sales of deed restricted employee housing in their inventory.

Employee Name: _____ Signature: _____

MUST BE COMPLETED BY THE EMPLOYER

The above named employee has applied for an employee rental or sales unit. Every statement of employment, income and residence of a prospective tenant or owner must be verified under the Aspen/Pitkin County Affordable Housing Guidelines. Please indicate below the employee's current annual income (including wages, overtime, bonuses, commissions and/or other compensation received on a regular basis), and check that documentation has been provided on the Employment Eligibility Verification Form (I-9). **DO NOT LEAVE ANY BLANKS.**

Annual Gross Income _____

Overtime (anticipated) _____

Bonuses/Commissions/Other _____

TOTAL _____

Start Date: _____

Position: _____

Employment Schedule: _____ Hours per Week _____ Months per Year

_____ **I have examined the document(s) necessary for the Form I-9 to establish eligibility to work in the United States. The Form I-9 is on file with the above employee's records at his/her place of business**

Employer Signature: _____ Date: _____

Name and Title: _____

Company Name: _____

Address: _____

Telephone Number: _____

Please deliver to:

Aspen/Pitkin County Housing Office 530 E. Main Street, Lower Level Aspen, CO 81611 (970) 920-5050

