

EMPLOYMENT INQUIRY

DATE: _____

TO: _____
(Employer's Name and address)

SUBJECT: _____
(Employee's Name and address)

Sir or Madam;

The person named above is an applicant for a Federal Home Loan Bank (FHLB) forgivable housing loan administered through the Northeast South Dakota Community Action Program (NESDCAP). The information requested below is for the purpose of determining eligibility and will be kept in STRICT CONFIDENCE. Thank you for your cooperation in returning this form by _____, 20__ to the following address or FAX:

Sincerely,

Jared Groos
FHLB Coordinator
NESDCAP
104 Ash St. E.
Sisseton SD 57262
FAX – 605-698-3038

I hereby authorize my employer to release the requested information.

(Signature of Applicant)

(Date)

PRESENTLY EMPLOYED-To be completed by Employer

1. Date of employment _____ 2. Occupation: _____

3. Present rate of Pay \$: _____ per HOUR–WEEK–MONTH–YEAR (Please circle one)

4. Average Regular A) HOURS worked per DAY _____
B) DAYS worked per WEEK _____

5. Average Overtime A) HOURS worked per WEEK _____
B) RATE per overtime HOUR \$ _____

6. Other (tips, meals) if any–estimated amount \$ _____ DAY–WEEK (Please circle one)

DATE: _____

SIGNATURE: _____

Telephone No. _____

Title: _____

EQUAL HOUSING OPPORTUNITY