

Employment Reference Authorization Form

Employer contact name and number: _____



Dear _____ we have had an employee of yours make a request to rent an apartment from us. They have given us authorization to request the information below. Your quick response will speed our approval of your employee's application. Please provide the information and Fax back to 617-471-6140. We greatly appreciate your cooperation.

Sincerely,

The Galvin Company

Date: _____

Galvin Company

21 Totman Street
Quincy, MA 02169
t: 617-773-9131
p: 617-471-6140

I herein give authorization to Galvin Company to verify my employment history and the information requested below.

Applicants Name

Applicants Signature

.....
Employer please complete below.

Weekly Salary: _____

Number of years employed by your company: _____

Any wage attachments for child support, alimony, taxes, etc.: _____

Any other comments: _____

Completed By: _____

(Name & Title)