61st Service Corporation
14 E. 60th Street
New York, NY 10022
Phone: (212) 326-8462
Fax: (212) 326-8700

Employment Verification Form

Date: _____

Company Name: _____

Attention: _____

Address: _____

_____

Employee Name: _____

Position: _____

Dates: _____

SS#: _____

To Whom It May Concern:

The individual named above has given your name as an employer. Please complete the appropriate section below and return it in the enclosed envelope.

Thank you for your prompt attention in this matter.

Sincerely,

_____ _____ _____
Signature Print Title

I authorize you to provide the 61st Street Service Corporation with information in your files concerning my employment with your company. I release the 61st Street Service Corporation and you from any liability for damages which may result from providing the information requested.

_____
Signature of Applicant

Dates of Employment: From _____ To _____

Position: _____

Reason for leaving: _____

Eligible for rehire: _____ If not, why? _____

Comments: _____

_____

_____ _____
Information provided by/Title Date