

VERBAL VERIFICATION OF EMPLOYMENT

Completion of this verification is required and a copy must be included in the loan file.

Borrower's Name: _____

Loan Number: _____

Salaried Borrowers

Employer Name: _____

Employer Address: _____

City: _____ State: _____ Zip: _____

Employer Phone Number: _____

Employment Start Date: _____ Currently Employed: Yes No

Title/Position: _____

Employment Verified By: _____ Title: _____

Employer Phone Number Confirmed by 411: Yes* No

If No, Other 3rd Party Source: _____

*Attach print out to this form.

Self-Employed Borrowers

Company/Business Name: _____

Company/Business Phone Number: _____ Business Confirmed
by 411 or Internet: Yes* No

If company phone number is not listed, call the phone number to ensure it is in service and answered by the borrower or in the name of the business.

By checking this box, I confirm I have called the company phone number and the borrower answered

Third Party Verification of Business

One of the following 3rd party verifications is required:

- CPA or Tax Preparer Letter (copy must be attached)
- Current Business License (copy must be attached)
- Alternate Verification (copy must be attached)
(one of the following may be used to verify business):
 - Current Contract
 - Invoice
 - Business Reference

Third Party Source Phone Number Confirmed by 411 or Internet? Yes* No

Third Party Source Verbally Verified? Yes No

*Attach print out to this form.

Verification Completed By:

(Within 10 business days of Note date for wage earner borrowers and 30 calendar days for self-employed)

Printed Name/Title: _____

Date: _____