

GSG Property Management

Office: (210) 930-4440 ✦ <https://thegsgteam.com>

AUTHORIZATION FOR EMPLOYMENT VERIFICATION

- This form is used to obtain information regarding the employment history of Applicants for rental housing. The information provided by the current or former Employer may be used solely for the purpose of evaluating the application for rental housing.
- The Owner/Agent requesting this information must receive authorization from the Applicant before obtaining the information. Such authorization is granted if Applicant's signature is provided in Section 1. Copies of this form and of the Applicant's signature are acceptable.
- The Applicant may be contacted to verify the authenticity of this request.

TO BE COMPLETED BY APPLICANT

1. Authorization by rental applicant for the release of information

I hereby authorize the release of the information requested on this Employment Verification Request to the Owner/Agent listed below. I hereby acknowledge that the Owner/Agent can make copies of this executed page in order to obtain the information requested.

Print Name: _____ Phone#: () _____

Signature: _____ Date: _____

2. Person requesting the rental reference

GSG Property Management
11961 Starcrest, San Antonio, TX 78247
Office: (210) 930-4440

3. Applicant's employment information: (check one) ☐ Present OR ☐ Prior

Employer Name: _____

Address: _____

Supervisor/HR Manager's Name: _____

Employer/HR Phone# () _____ Email address : _____

Inclusive Date of Employment: : _____ to _____

Current Gross Income: \$ _____ (Check One) ☐ Hourly ☐ Bi-weekly ☐ Monthly ☐ Yearly