

Request for Verification of Employment

Privacy Act Notice: This information is to be used by the agency collecting it or its assignees in determining whether you qualify as a prospective mortgagor under its program. It will not be disclosed outside the agency except as required and permitted by law. You do not have to provide this information, but if you do not your application for approval as a prospective mortgagor or borrower may be delayed or rejected. The information requested in this form is authorized by Title 38, USC Chapter 37 (if VA); by 12 USC, Section 1701 et. seq. (if HUD/FHA); by 42 USC, Section 1452b (if HUD/CPD); and Title 42 USC, 1471 et. seq., or 7 USC, 1921 et. seq. (if USDA/FmHA).

Instructions Lender - Complete items 1 through 7. Have applicant complete item 8. Forward directly to employer named in item 1.
 Employer - Please complete either Part II or Part III as applicable. Complete Part IV and return directly to lender named in item 2.
 The form is to be transmitted directly to the lender and is not to be transmitted through the applicant or any other party.

Part I - Request

1. To (Name and address of employer)	2. From (Name and address of lender) US Home Mortgage, Inc. 5901 S 58th St. Suite A Lincoln, NE 68516 (402) 483-0000 FAX: (402) 423-0393
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I certify that this verification has been sent directly to the employer and has not passed through the hands of the applicant or any other interested party.

3. Signature of Lender	4. Title	5. Date	6. Lender's Number (Optional)
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I have applied for a mortgage loan and stated that I am now or was formerly employed by you. My signature below authorizes verification of this information.

7. Name and Address of Applicant (Include employee or badge number)	8. Signature of Applicant
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Part II - Verification of Present Employment

9. Applicant's Date of Employment	10. Present Position	11. Probability of Continued Employment
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12A. Current Gross Base Pay (Enter Amount and Check Period) <input type="checkbox"/> Annual <input type="checkbox"/> Hourly <input type="checkbox"/> Monthly <input type="checkbox"/> Other (Specify) \$ _____ <input type="checkbox"/> Weekly	13. For Military Personnel Only Pay Grade _____ Type _____ Monthly Amount _____ Base Pay \$ _____ Rations \$ _____ Flight or Hazard \$ _____ Clothing \$ _____ Quarters \$ _____ Pro Pay \$ _____ Overseas or Combat \$ _____ Variable Housing Allowance \$ _____	14. If Overtime or Bonus is Applicable, Is Its Continuance Likely? Overtime <input type="checkbox"/> Yes <input type="checkbox"/> No Bonus <input type="checkbox"/> Yes <input type="checkbox"/> No 15. If paid hourly - average hours per week _____ 16. Date of applicant's next pay increase _____ 17. Projected amount of next pay increase _____ 18. Date of applicant's last pay increase _____ 19. Amount of last pay increase _____																								
12B. Gross Earnings																										
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>Type</th> <th>Year to Date</th> <th>Past Year</th> <th>Past Year</th> </tr> </thead> <tbody> <tr> <td>Base Pay</td> <td>Thru _____ \$ _____</td> <td>\$ _____</td> <td>\$ _____</td> </tr> <tr> <td>Overtime</td> <td>\$ _____</td> <td>\$ _____</td> <td>\$ _____</td> </tr> <tr> <td>Commissions</td> <td>\$ _____</td> <td>\$ _____</td> <td>\$ _____</td> </tr> <tr> <td>Bonus</td> <td>\$ _____</td> <td>\$ _____</td> <td>\$ _____</td> </tr> <tr> <td>Total</td> <td>\$ _____</td> <td>\$ _____</td> <td>\$ _____</td> </tr> </tbody> </table>	Type	Year to Date	Past Year	Past Year	Base Pay	Thru _____ \$ _____	\$ _____	\$ _____	Overtime	\$ _____	\$ _____	\$ _____	Commissions	\$ _____	\$ _____	\$ _____	Bonus	\$ _____	\$ _____	\$ _____	Total	\$ _____	\$ _____	\$ _____		
Type	Year to Date	Past Year	Past Year																							
Base Pay	Thru _____ \$ _____	\$ _____	\$ _____																							
Overtime	\$ _____	\$ _____	\$ _____																							
Commissions	\$ _____	\$ _____	\$ _____																							
Bonus	\$ _____	\$ _____	\$ _____																							
Total	\$ _____	\$ _____	\$ _____																							

20. Remarks (If employee was off work for any length of time, please indicate time period and reason.)

Part III - Verification of Previous Employment

21. Date Hired	23. Salary/Wage at Termination Per (Year) (Month) (Week)
22. Date Terminated	Base _____ Overtime _____ Commissions _____ Bonus _____
24. Reason for Leaving	25. Position Held

Part IV - Authorized Signature - Federal statutes provide severe penalties for any fraud, intentional misrepresentation, or criminal connivance or conspiracy purposed to influence the issuance of any guaranty or insurance by the VA Secretary, the U.S.D.A, FmHA/FHA Commissioner, or the HUD/CPD Assistant Secretary.

26. Signature of Employer	27. Title (Please print or type)	28. Date
29. Print or type name signed in Item 26	30. Phone No.	

Right to Financial Privacy Act Certification

The Department of Housing and Urban Development certifies, in compliance with the right of Financial Privacy Act of 1978, that in connection with this request for access to financial records, it is in compliance with the applicable provisions of said Act.

**PLEASE RUSH
LOAN PENDING**

WHEN COMPLETING THIS FORM PLEASE NOTE THE FOLLOWING:

- INITIAL WHITE OUTS OR CHANGES
- AVOID USING PENCIL OR MULTIPLE INK COLORS
- ORIGINAL AUTHORIZED SIGNATURES REQUIRED (NO RUBBER STAMPS)
- PLEASE COMPLETE ENTIRE FORM, OR INDICATE IF INFORMATION IS UNAVAILABLE
- THESE REQUIREMENTS ADHERE TO GOVERNMENT REGULATIONS

WHEN COMPLETING THE VERIFICATION OF EMPLOYMENT PLEASE BE SURE TO:

- * Include the numbers of hours worked if employee is paid hourly
- * Break down the income between base & overtime/bonus
- * Include the past year income if employee was employed last year
- * Complete the information and sign the form in the same color ink
- * White out corrections are not acceptable unless initialed by person completing the form
- * Please be sure to sign and date the form

Phone Number:
Fax Number:

1163.CV (5/05)