

EMPLOYMENT & WAGE VERIFICATION

GUIDE TO VARIOUS FORMS AND INQUIRIES

REQUESTS THAT THOMAS & COMPANY CAN HANDLE

EMPLOYMENT & WAGE - COMMERCIAL VERIFICATIONS

- ✓ Mortgage Loans
- ✓ Car Loans
- ✓ Employment verifications
- ✓ Mortgage audits
- ✓ Credit Applications
- ✓ Apartment applications verifications for privately run complexes

SOCIAL SERVICE FORMS

- ✓ Food stamps
- ✓ Employment verifications for government or non-profit agencies
- ✓ Eligibility audits
- ✓ Eligibility fraud
- ✓ Utility Assistance
- ✓ Government Housing Documents – this includes HUD, Habitat for Humanity, Section 8, and Section 42 funded properties
- ✓ SSA (but not SSA retirement/disability)
- ✓ Child support forms
- ✓ Medical support notices (for terminated employees only)
- ✓ Medical Insurance Eligibility
- ✓ Board of Nursing Requests
- ✓ Federal Loan Cancellation forms
- ✓ Collection Companies forms for Educational Loans
- ✓ Pre-garnishments (but not actual garnishment notifications)
- ✓ Adoption Letters
- ✓ Immigration Letters
- ✓ Immigration and Adoption letters: Treated as social service forms. In order to release the detailed information needed, we require the employee to complete a release with a physical signature. Once that release is received, we complete the request and return it to the agency or employee requesting the letter.

EXAMPLES OF ITEMS THOMAS & COMPANY DOES NOT COMPLETE

- ❖ Workman's Comp.
- ❖ Disability
- ❖ Loss of wages
- ❖ SSA retirement/disability
- ❖ Subpoena for information
- ❖ Attorney requests
- ❖ Garnishment notifications
- ❖ Custodian of Records Declaration pages
- ❖ Veterans Disability forms
- ❖ Pension paperwork
- ❖ Insurance claims for loans or credit cards for unemployment protection

QUESTIONS? PLEASE CONTACT US

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