| COMPANY NAMEEmployee profile form | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- |
| EMPLOYEE Information | | | | | | | |
| Name: | | | | | | | |
| Date of birth: | | SSN: | | | Phone: | | |
| Current address: | | | | | | | |
| City: | | State: | | | ZIP Code: | | |
| Own Rent (Please circle) | | Monthly payment or rent: | | | | How long? | |
| Previous address: | | | | | | | |
| City: | | State: | | | ZIP Code: | | |
| Owned Rented (Please circle) | | Monthly payment or rent: | | | | How long? | |
| Employment Information | | | | | | | |
| Current employer: | | | | | | | |
| Employer address: | | | | | | How long? | |
| Phone: | E-mail: | | | | Fax: | | |
| City: | | State: | | | ZIP Code: | | |
| Position: | | Hourly Salary (Please circle) | | | Annual income: | | |
| Previous employer: | | | | | | | |
| Address: | | | | | | How long? | |
| Phone: | E-mail: | | | | Fax: | | |
| City: | | State: | | | ZIP Code: | | |
| Position: | | Hourly Salary (Please circle) | | | Annual income: | | |
| Name of a relative not residing with you: | | | | | | | |
| Address: | | | | | | Phone: | |
| City: | | State: | | | | ZIP Code: | |
| Relationship: | | | | | | | |
| previous Employment Information | | | | | | | |
| Employer: | | | | | | | |
| Employer address: | | | | | | How long? | |
| Phone: | E-mail: | | | | Fax: | | |
| City: | | | State: | | ZIP Code: | | |
| Position: | | | Hourly Salary (Please circle) | | Annual income: | | |
| Previous employer: | | | | | | | |
| Address: | | | | | | | |
| Phone: | E-mail: | | | | Fax: | | |
| City: | | | State: | | ZIP Code: | | |
| Position: | | | Hourly Salary (Please circle) | | Annual income: | | |
| rELATIVE INFORMATION | | | | | | | |
| Name of a relative not residing with you: | | | | | | | |
| Address: | | | | | | Phone: | |
| City: | | | State: | | | ZIP Code: | |
| Relationship: | | | | | | | |
| Credit Cards | | | | | | | |
| Name | | | Account no. | Current balance | | | Monthly payment |
|  | | |  |  | | |  |
|  | | |  |  | | |  |
|  | | |  |  | | |  |
|  | | |  |  | | |  |
| Mortgage Company | | | | | | | |
| Account no.: | | | Address: | | | | |
| Auto Loans | | | | | | | |
| Auto loans | | | Account no. | Balance | | | Monthly payment |
|  | | |  |  | | |  |
|  | | |  |  | | |  |
|  | | |  |  | | |  |
| Other Loans, Debts, or Obligations | | | | | | | |
| Description | | | Account no. | Amount | | | |
|  | | |  |  | | | |
|  | | |  |  | | | |
|  | | |  |  | | | |
| Other Assets or Sources of Income | | | | | | | |
| Description | | | | Amount per month or value | | | |
|  | | | |  | | | |
|  | | | |  | | | |
| I authorize [Company Name] to verify the information provided on this form as to my credit and employment history. | | | | | | | |
| Signature of applicant | | | | | | | Date |
| Signature of co-applicant, if for joint account | | | | | | | Date |

**Office Use Only**

**Employee:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Status: |  |  | Pay rate: |  |
|  | Full time |  | Annual | \_\_\_\_\_\_\_\_\_\_\_ |
|  | Part time |  | Monthly | \_\_\_\_\_\_\_\_\_\_\_ |
|  | Casual |  | Hourly rate | \_\_\_\_\_\_\_\_\_\_\_ |
|  |  | |  |  |
|  | Date of first pay review: \_\_\_\_\_\_\_/\_\_\_\_\_\_\_/\_\_\_\_\_\_\_ | | | |