



P.O. BOX 508, VIDALIA, GA 30475
PHONE: 912-537-4885 • FAX: 912-537-9817

COMMISSIONERS
Darren McClellan, Chairman
Ray Blount, Vice Chairman
Brandon Boston
Angie McDaniel
Fred Godbee

JOSHUA C. BECK
Executive Director

SEPARATION OF EMPLOYMENT
for
STAFFING AGENCIES

RE: _____
(Employee Name)

Dear Employer:

We are required to verify the income of all applicants for our low rent housing developments. We ask that you supply the following information below. This information will be held in confidence for use only in determining the family's eligibility for housing and income.

Thank you,

Joshua C. Beck
Executive Director

STAFFING AGENCY:

EMPLOYER:

(Staffing Agency)

(Employer)

(Address)

(Address)

(Phone Number)

(Phone Number)

I verify that the above referenced employee has been separated from the above referenced employer effective _____ (date).

Name of Staffing Agency Approving Official

Signature of Approving Official

“Providing and maintaining safe, quality housing in a cost effective manner.”

