



COUNTY OF POLK

Community, Family & Youth Services

General Assistance

2309 Euclid Avenue, Des Moines, IA 50310

Phone: 515.286.2088 / Fax: 515.323.5220

www.polkcountyiowa.gov

EMPLOYER VERIFICATION

Client Name: _____

Employer Name: _____

Supervisor's Name: _____

Employer's Address: _____

Phone Number: _____ E-Mail: _____

Number of hours worked per week: _____ Hourly Rate of Pay: _____

Hire Date: _____ Date of 1st Paycheck: _____

Amount of 1st Paycheck: _____

How Often is the employee paid? Weekly _____ Bi-Weekly _____ Monthly _____

Employer Signature: _____ Date: _____

If you have any questions please call Polk County General Assistance at 515.286.2088.