

Polk County Community,
Family & Youth Services
2309 Euclid Avenue
Des Moines, IA 50310



GENERAL ASSISTANCE
Phone: (515) 286-2088
Fax: (515) 323-5220

EMPLOYER VERIFICATION FORM

Applicant 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 Pay: _____

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.