



SMARTCHOICE Heat Pump Loan Program

Request for verification of employment and income

Applicant: _____ Date: _____

Street Address: _____, Rock Hill, SC 2973_

AUTHORIZATION: I hereby request that you furnish information to the City of Rock Hill Utilities Department regarding my employment. This is being furnished for the purpose of determining eligibility for a loan to install/ replace my existing home heating system with a heat pump through the City’s SmartChoice incentives program. I understand that this information will be kept confidential and will be used only for program eligibility purposes. Please furnish the information requested below to the undersigned City of Rock Hill representative at the address/ fax number below.

Signature of Applicant

Please complete and mail/fax employment and income verification form as soon as possible. This information may be time sensitive, based on the level of need to replace the applicant’s heating system. If you have any questions, please call me. Thank you for your immediate consideration.

Sincerely,

Cameron Moore, Key Account Coordinator
City of Rock Hill, Operations Admin

P.O. Box 11706, Rock Hill SC 29730
Phone: 803-325-2640 Fax:803-329-5699

Present Position: _____ Date(s) of Employment _____

Hourly rate of Pay: _____ Average # of Hours/Week: _____

Probability of Continued Employment: _____

Anticipated rate of pay increase: ___ Yes ___ No If yes, list amount and effective date:

Other important information: _____

Signature of Person providing Employment/ Income Information

Date