



AFFIDAVIT FOR CURRENT EMPLOYMENT

Employers, please submit this form to the Employer Verification Portal

See below for further instructions.

Your employee has applied for or is currently residing in housing with the Jackson/Teton County Affordable Housing Department. To qualify, employment income AND hours worked must be verified. This information is very important to your employee's qualification, so this form must be filled out completely & accurately by the Employer.

Business Name: _____

Business Contact Name: _____ **Contact's Email:** _____

Contact's Phone #: _____ **Employee's Name:** _____

Employment History:

Base pay (before deductions): \$_____ hourly wage \$_____ annual salary \$_____ annual contract

If eligible for annual bonus, commission and/or tips, provide annual **estimated** amount: \$_____

If current employment is seasonal/cyclical, please provide term _____

Annual housing allowance or other wage information _____

Please complete the following information as accurately as possible.

Year	Gross Amount Paid	Hours Worked		
		Hours Per Week (Avg)	OT hours Per Week (Avg)	Total hrs Per Year
2025 to date	\$			
2024	\$			

Next pay raise date: _____ estimated raise amount: \$_____

Is employment located within Teton County, Wyoming for a Local Business? _____ Yes _____ No

Date of Hire: _____ Date of Termination: _____ Position: _____

Additional Comments: _____

Authorized Agent (print) _____ **Title** _____

Signature _____ **Date** _____

Please don't leave portions of this form blank. Put N/A if not applicable. Questions? Call 732-0867

Submit form Directly to the Housing Department by uploading to the Employer Portal found at tetoncountywy.gov/2435/compliance and clicking on the Employer Verification Portal Button