

SOUTHWEST GENERAL CONTRACTORS, INC.  
Employee Employment Verification Permission

It is the policy of Southwest General Contractors, Inc. (referred to as 'company' in this document) to refuse all 'public' requests for employee information unless authority to do so is granted by the employee. The exception to this rule is when the request is from an official state or federal agency.

The company will provide information only if the employee requests us to do so and signs the permission below.

I, \_\_\_\_\_, agree and permit Southwest General Contractors, Inc. to speak with \_\_\_\_\_ (company who wants information) to confirm my current employment and answer questions as deemed appropriate by the company.

Today's Date \_\_\_\_\_

Printed name of employee \_\_\_\_\_

Signature of Employee \_\_\_\_\_

Witnessed By \_\_\_\_\_