Use Form to Verify Military Pay

The following is an example of a form that could be used to gather information needed to determine total income for military personnel. A copy of the service member's recent Leave and Earnings Statement (LES) could also be used to verify military pay. However, there may be times when an LES won't show all entitlements or may show entitlements such as the basic allowance for housing for a different locality. In this case, this form is useful to verify income with the base's finance officer.

VERIFICATION OF MILITARY PAY

TO BE COMPLETED BY MANAGEMENT & SIGNED BY RESIDENT

To: Military Branch: _____ Date: _____

Address: _____

Re: Applicant/Resident: _____

Serial #: _____ DOB: _____

I hereby authorize the release of my military pay information.

Applicant/Resident's Signature: _____ Date: _____

The person listed above is an applicant/resident of a housing program that requires verification of income. Information provided will remain confidential and will be used solely for the purpose of determining eligibility for occupancy. Your timely response with the requested information will be appreciated.

Project Manager's Name: _____

Please return form (by mail/fax only) to: _____

_____

TO BE COMPLETED BY MILITARY PERSONNEL

Monthly Base Pay: $ _____   Proficiency Pay: $ _____

Sea and Foreign Duty Pay: $ _____   Imminent Danger Pay: $ _____

Clothing Allowance: $ _____   Subsistence Allowance: $ _____

Hazardous Duty Pay: $ _____   Housing Allowance: $ _____

Total Monthly Entitlement: $ _____

Total Annual Entitlement: $ _____

Grade Level _____

Probability of Continued Enlistment: _____

_____

Authorized Representative's Signature: _____ Date: _____

Print Name: _____ Tel. #: _____

Title: _____ Branch: _____

NOTE: Section 1001 of Title 18 of the U.S. Code makes it a criminal offense to make willful false statements for misrepresentations to any Department or Agency of the United States as to any matter within its jurisdiction.