

Habib Metro Modaraba
Applicant Name -

Verification - Workplace / Business

Inquiry No.:

Applicant Details

Applicant Name: _____ Applicant Contact: _____
Office Name: _____ Applicant Designation: _____
Office Address: _____

Nearest Landmark: _____
GPS Location: _____
GPS URL: _____

Office Address Details

Was Actual Address Same: _____ Established Time: _____
Correct Address: _____
Works at Given Address: _____ Working here since: _____
New Address: _____
Was Applicant Available: _____ Reason: _____ Name of Person Met: _____
CNICOS: _____ CNIC #: _____ CNIC # of Person Met: _____

Work Office Details

Type of Business: _____ Other Type of Business: _____
Applicant is a: _____ Mention Other: _____ Mention Rent: _____
Nature of Business: _____ Other Nature of Business: _____
Business Legal Entity: _____ Government Employee: _____
Name Plate Affixed: _____ Size (Approx Area): _____
Business Activity: _____ No. of Employees: _____
Business Established Since: _____ Line of Business: _____

Market Check One

Neighbor's Name: _____
Neighbor's Address: _____
Knows Applicant: _____ Knows Applicant Since: _____
Neighbor's Comments: _____
Business Established Since (Market Check): _____

Market Check Two

Neighbor's Name: _____
Neighbor's Address: _____
Knows Applicant: _____ Knows Applicant Since: _____
Neighbor's Comments: _____
Business Established Since (Market Check): _____

Office HR Details

Name of Person Met: N/A Person knows Applicant: N/A
Applicant Employment Status: N/A Applicant Employment Period: N/A
Applicant Designation: N/A Nature of Business: _____
Salary Slip Verified: N/A Other Nature of Business: _____
Gross Salary: N/A Net Take Home Salary: N/A

General Comments:

Result of Verification:

* N/A = Not Applicable

* This is a system generated report and does not require signature and