

To: Department of Personnel Administration
Service and Seniority Unit

Attn: Leslie Ferguson

REQUEST FOR VERIFICATION OF STATE SERVICE

Please complete verification of State service for:

Employee: _____

Social Security Number: _____

Department Employed: _____

Total State Service Through: _____

Reason for Request:

- Red Circle Rate - Civil Service
- 90-Day Red Circle Rate - Terminating CEA
- Seniority - Reemployment

Requested By: _____
(Date)

Phone Number: _____

Return To: _____

Department: _____