



**SAN JOSE POLICE
DEPARTMENT
PERMITS UNIT**



INTENT TO HIRE LETTER

Date: _____

To: SAN JOSE POLICE DEPARTMENT, PERMITS UNIT

It is our intent to hire this individual if he/she successfully passes the permit process.

Name of Business: _____

Address of Business: _____

City: _____ Zip Code: _____

Name of Employee: _____

Date of Birth: _____

- This person is being hired as
- Employee
 - Contract Employee

Thank you,

Business Owner/Manager (Print Name)

Business Owner/Manager (Signature)