

# Employment Verification Letter

Date: [Insert Date]

To Whom It May Concern,

This letter is to confirm the employment of [Employee's Name], who has been employed with [Company's Name] since [Start Date] and currently holds the position of [Job Title].

[Employee's Name] works [Full-time/Part-time] at [Company's Name], earning an annual salary of [Salary Amount].

If you have any further questions regarding [Employee's Name]'s employment status or salary, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]

[Your Job Title]

[Company's Name]

[Company's Address]

[Phone Number]

[Email Address]