

# Employment Verification Letter

Date: [Insert Date]

[Your Company's Letterhead]

[Employer's Name]

[Employer's Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

To Whom It May Concern,

This letter serves to verify the employment of [Employee's Full Name], who has been employed with [Company Name] since [Start Date] and currently holds the position of [Job Title]. [He/She/They] is a full-time employee working [Number of Hours] hours per week.

As of the date of this letter, [Employee's Full Name] is in good standing with our company and has demonstrated [his/her/their] commitment and professionalism throughout [his/her/their] tenure with us.

This letter is being provided at the request of [Employee's Full Name] for immigration purposes.

If you require any further information regarding [Employee's Full Name]'s employment, please do not hesitate to contact me directly at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]

[Your Title]

[Company Name]