

Employment Verification Letter

Date: [Insert Date]

[Lender's Name]

[Lender's Address]

[City, State, Zip Code]

Dear [Lender's Name],

This letter is to confirm the employment of [Employee's Name], who has been employed with [Company Name] since [Start Date]. [Employee's Name] currently holds the position of [Job Title] and earns an annual salary of [Salary Amount]. As a [Job Title], their responsibilities include [Brief Description of Job Responsibilities].

[Employee's Name] is a valuable member of our team, and their employment status is in good standing.

If you require any further information, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Company Address]

[City, State, Zip Code]