

# Confirmation of Temporary Employment Application

Date: [Insert Date]

[Applicant's Name]

[Applicant's Address]

[City, State, Zip Code]

Dear [Applicant's Name],

Thank you for your application for the temporary position of [Job Title] at [Company Name]. We have received your application submitted on [Application Date] and would like to confirm that it is under review.

We appreciate your interest in joining our team and will be in touch shortly regarding the next steps in the hiring process. Should you have any questions, please feel free to reach out via email at [Email Address] or by phone at [Phone Number].

Thank you once again for your application.

Best regards,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[City, State, Zip Code]

[Phone Number]