

# Professional Title Confirmation

Date: [Insert Date]

[Your Name]

[Your Job Title]

[Your Company/Organization]

[Company Address]

[City, State, Zip Code]

To Whom It May Concern,

This letter is to confirm that [Employee's Full Name] holds the title of [Employee's Job Title] at [Company Name]. [He/She/They] has been employed with us since [Employment Start Date] and has demonstrated the necessary qualifications and expertise required for this position.

This confirmation is provided for licensing purposes. Should you require any additional information, please do not hesitate to contact me.

Sincerely,

[Your Name]

[Your Job Title]

[Your Contact Information]