

# Military Leave Certification

Date: [Insert Date]

To Whom It May Concern,

This letter serves to certify that [Employee Name], holding the position of [Employee Position] at [Company Name], has been ordered to involuntary mobilization and is required to take a leave of absence commencing on [Start Date] and continuing until [End Date].

[Employee Name] is a member of the [Branch of Military] and has received official orders for deployment in accordance with the provisions of the Uniformed Services Employment and Reemployment Rights Act (USERRA).

Please allow for this absence and do not hesitate to contact me for any further verification required at [Contact Information].

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[Phone Number]

[Email Address]