

Income Verification Letter

Date: [Insert Date]

[Your Name]

[Your Job Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]

To Whom It May Concern,

This letter is to verify the employment and income of [Employee's Name], who has been employed with us since [Start Date]. [He/She/They] currently holds the position of [Job Title].

[Employee's Name] has an annual salary of [Salary Amount] before taxes, and [his/her/their] current hourly rate is [Hourly Rate] (if applicable). This income is consistent and is subject to standard withholdings and deductions.

Please feel free to contact me directly at [Your Phone Number] or [Your Email Address] if you need any further information or clarification.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]