

Job Application Name Confirmation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Employer's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Employer's Name],

I hope this message finds you well. I am writing to confirm the details of my recent job application for the position of [Job Title] at [Company's Name].

My full name is [Your Full Name], and I wanted to ensure that there are no discrepancies with my application. Please let me know if any further information is needed.

Thank you for your attention to this matter. I look forward to your response.

Sincerely,

[Your Name]