

# Employment Confirmation Letter

Date: [Insert Date]

[Employee Name]

[Employee Address]

[City, State, Zip Code]

Dear [Employee Name],

We are pleased to confirm your casual employment with [Company Name]. Your role will be [Job Title], and your starting date will be [Start Date].

As discussed, your hourly rate will be [Hourly Rate], and your work schedule will be as needed, based on our operational requirements.

Please feel free to reach out if you have any questions or require further information.

Welcome to the team!

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Company Address]

[Phone Number]

[Email Address]