

EMPLOYMENT VERIFICATION LETTER

_____ [Employer's Name]

_____ [Address]

_____ [City] _____ [State]

_____ [Zip]

_____ [Date]

To Whom It May Concern,

I am writing this letter in order to verify the current work situation of _____
[Name of Employee] and state his/her employment details.

Employee Name: _____

Company Name: _____

Employment Dates: _____

Current Job Title: _____

Type of Time (Full/Part): _____

Current Salary: _____

Please, if you have any question regarding _____ [Name of Employee] employment
situation, do not hesitate to contact me at _____ [Phone number].

Best Regards,

Signature _____ Print Name: _____

Employer Title: _____