

EMPLOYMENT VERIFICATION LETTER

RE: Employment Verification

To Whom It May Concern:

Please accept this letter as verification that _____ is employed with us under the following details:

- Title: _____
- Type: Full-time Part-time basis of _____ hours per week
- Pay: \$_____ Hourly Annual Salary
- Additional Terms: _____

If you have any questions or require further information, please feel free to contact me at _____.

Sincerely,

[printed name] _____

[title] _____

