

Date: \_\_\_\_\_

To Whom It May Concern,

This letter is to verify the employment and income of \_\_\_\_\_, who is currently employed with \_\_\_\_\_.

Employee Name: \_\_\_\_\_

Job Title: \_\_\_\_\_

Employment Start Date: \_\_\_\_\_

Employment Status (Full-time/Part-time): \_\_\_\_\_

Current Annual Salary or Hourly Wage: \_\_\_\_\_

To the best of our knowledge, the above-named employee remains in good standing and continues to work with our organization as of the date of this letter.

Please feel free to contact me should you require any further information regarding this employee's income or employment status.

Sincerely,

\_\_\_\_\_  
Name & Title

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Contact Information