

[Company Letterhead/Logo]

[Date]

[Lender Name]

[Lender Address]

[City, State, Zip Code]

RE: Employment Verification for [Employee Full Name]

To Whom It May Concern,

This letter is to formally verify the employment of [Employee Full Name] with [Company Name].

Employment Details:

- **Job Title:** [Job Title]
- **Employment Status:** [Full-time / Part-time]
- **Hire Date:** [Date]
- **Current Salary:** [Amount] per [Year/Hour]

Remote Work Status:

We confirm that [Employee Full Name] is a remote employee. Their position is 100% remote, and they are authorized to perform all job duties from their home residence located at [Employee Home Address]. This remote work arrangement is considered permanent, and the employee is not required to report to a physical office location.

If you require any further information or have additional questions, please feel free to contact me directly at [Phone Number] or [Email Address].

Sincerely,

[Signature]

[Printed Name]

[Title]

[Company Name]