

[Company Letterhead / Logo]

[Current Date]

[Lender Name / Mortgage Company]

[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:** [Current Position]
- **Employment Status:** [Full-time / Part-time]
- **Start Date:** [MM/DD/YYYY]
- **Current Base Salary:** \$[Amount] per [Year/Hour]
- **Additional Compensation:** [Bonus/Commission/Overtime if applicable]

I can confirm that [Employee Full Name] is currently an employee in good standing and their probability of continued employment is [Stable/High].

If you require any further information or have additional questions, please feel free to contact the Human Resources Department at [Phone Number] or via email at [Email Address].

Sincerely,

[Signature]

[Name of HR Representative]

[Title]

[Company Name]