

[Date]

[Employer Name]

[Company Address]

[City, State, Zip Code]

[Phone Number]

To Whom It May Concern,

This letter is to confirm the employment of [Employee Name] with [Company Name].

**Employment Details:**

- **Job Title:** [Job Title]
- **Employment Start Date:** [Start Date]
- **Current Status:** [Full-time / Part-time]
- **Annual Salary:** [Amount]
- **Work Location:** [City, State]

[Employee Name] is currently employed in good standing. This letter is provided at the request of the employee for the purpose of verifying their employment status for immigration-related procedures.

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

Sincerely,

[Signature]

[Printed Name]

[Job Title/HR Manager]