[Company Letterhead]

[Date]

[Recipient Name or "To Whom It May Concern"]
[Recipient Address/Immigration Authority]
[City, State, Zip Code]

Subject: Verification of Employment and Work Permit Sponsorship

Dear [Recipient Name],

This letter is to confirm that **[Employee Full Name]** is currently employed by **[Company Name]**. We are officially sponsoring the individual's work permit application for the position of **[Job Title]**.

Employment Details:

- **Employment Start Date:** [Date]
- **Employment End Date:** [Date or "Permanent"]
- **Annual Salary:** [Amount and Currency]
- **Work Location:** [City, Country]

As the sponsoring employer, [Company Name] confirms that the candidate possesses the necessary qualifications and skills for this role. We agree to comply with all regulations regarding the sponsorship of foreign nationals and take full responsibility for the terms of employment as outlined in the labor contract.

If you require any further documentation or information regarding this sponsorship, please do not hesitate to contact our HR department at [Phone Number] or via email at [Email Address].

Sincerely,

[Signature]
[Name of Authorized Signatory]
[Title/Position]
[Company Name]