

[Company Letterhead]

[Date]

[Loan Servicer Name]

[Loan Servicer Address]

[City, State, Zip Code]

RE: Employer Certification for Student Debt Relief - [Employee Full Name]

To Whom It May Concern,

This letter serves as official certification of employment for **[Employee Full Name]**. Our records confirm the following details regarding their employment with **[Company Name]**:

- **Employee SSN (Last 4 digits):** [Last 4 Digits]
- **Employment Start Date:** [MM/DD/YYYY]
- **Employment End Date:** [MM/DD/YYYY or "Present"]
- **Current Job Title:** [Job Title]
- **Employment Status:** [Full-Time / Part-Time]
- **Average Hours Worked Per Week:** [Number of Hours]

I certify that [Company Name] is a [Type of Organization: e.g., 501(c)(3) non-profit / Government Agency / Private Corporation] with the Federal Employer Identification Number (EIN) **[EIN Number]**.

If you require any additional information or further verification, please contact our Human Resources department at [Phone Number] or [Email Address].

Sincerely,

[Signature]

[Name of Authorized Representative]

[Title]

[Company Name]