

[Company Letterhead or Employer Name]  
[Employer Address]  
[City, State, Zip Code]  
[Phone Number]  
[Date]

To Whom It May Concern:

This letter is to verify the employment status of [Employee Full Name] for the purpose of a student loan deferment application.

The individual named above is currently employed by [Company Name] as a temporary employee. Their employment began on [Start Date] and is currently scheduled to end on or about [Expected End Date].

Details of employment are as follows:

- **Job Title:** [Job Title]
- **Employment Status:** Temporary
- **Average Hours Per Week:** [Number of Hours]
- **Current Gross Salary/Wage:** [Amount] per [Hour/Month/Year]

Please contact our office at [Phone Number] or [Email Address] if you require any further information or documentation.

Sincerely,

[Signature]  
[Printed Name]  
[Job Title]  
[Company Name]