

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

[Date]

[Landlord or Property Management Name]
[Apartment Community Name]
[Address]
[City, State, Zip Code]

Subject: Employment Verification for [Employee Full Name]

To Whom It May Concern,

This letter is to formally confirm that **[Employee Full Name]** is currently employed by **[Company Name]**.

Employment Details:

- **Employment Status:** Full-Time
- **Job Title:** [Job Title]
- **Start Date:** [Start Date]
- **Current Salary:** \$[Amount] per [Year/Hour]

If your office requires any additional information regarding [Employee Full Name]'s employment status, please feel free to contact me directly at [Phone Number] or [Email Address].

Sincerely,

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