

[Company Letterhead]

[Date]

[Recipient Name or "To Whom It May Concern"]

[Recipient Address]

[City, State, Zip Code]

Subject: Employment Verification for [Employee Full Name]

Dear [Recipient Name],

This letter is to confirm that [Employee Full Name] is employed with [Company Name] as a seasonal employee.

Employment Details:

- **Job Title:** [Employee Job Title]
- **Start Date:** [Start Date]
- **End Date:** [Anticipated End Date]
- **Employment Status:** Seasonal, [Full-time/Part-time]
- **Rate of Pay:** \$[Amount] per [Hour/Week]

If you require any additional information, please contact our office at [Phone Number] or [Email Address].

Sincerely,

[Signature]

[Printed Name]

[Title]

[Company Name]