

[Company Header/Logo]

[Current Date]

[Employee Full Name]

[Employee Address]

[City, State, Zip Code]

Subject: Verification of Seasonal Employment and Rehire Eligibility

Dear [Employee Name],

This letter is to formally verify your seasonal employment with [Company Name]. Our records confirm your employment details as follows:

- **Start Date:** [Start Date]
- **End Date:** [End Date]
- **Position:** [Job Title]
- **Department:** [Department Name]

We are pleased to inform you that based on your performance and conduct during the [Season/Year] season, you have been designated as **eligible for rehire** for future seasonal opportunities.

Please note that rehire eligibility does not guarantee a position, as future employment remains subject to seasonal demand and available openings. We encourage you to monitor our job portal or contact the HR department at [Phone Number/Email] prior to the start of the next season.

Thank you for your hard work and contributions to our team. We wish you the best in your current endeavors.

Sincerely,

[Signature]

[Name of Manager/HR Representative]

[Title]

[Company Name]