

**Date:** [Date]

**Recipient Name:** [Recipient Name or Entity]

**Address:** [Recipient Address]

**City, State, Zip:** [City, State, Zip]

**Subject: Verification of Independent Contractor Status**

To Whom It May Concern,

This letter is to formally verify that [**Contractor Name/Business Name**] is currently engaged as an independent contractor for [**Your Company Name**].

The details of the contractual engagement are as follows:

- **Start Date:** [Start Date]
- **End Date:** [End Date or "Ongoing"]
- **Nature of Services:** [Brief Description of Services Provided]

Please be advised that [Contractor Name] is not an employee of [Your Company Name]. As an independent contractor, they are responsible for their own equipment, supplies, and professional expenses. Furthermore, they are responsible for the payment of all self-employment taxes, income taxes, and insurance requirements as mandated by law.

This verification is based on the current records held by [Your Company Name]. If you require any further information or have specific questions regarding this engagement, please contact me directly at [Phone Number] or [Email Address].

Sincerely,

[Your Signature]

[**Your Printed Name**]

[**Your Job Title**]

[**Your Company Name**]