

[Current Date]

[Recipient Name or Entity]

[Recipient Address]

[City, State, Zip Code]

Subject: Verification of Independent Contractor Status

To Whom It May Concern,

This letter is to confirm that **[Contractor Name]** is currently an active independent contractor for **[Your Company Name]**. Our records indicate that the professional relationship began on **[Start Date]**.

Contractor Details:

- **Legal Name:** [Contractor Name]
- **Business Name (if applicable):** [Business Name]
- **Services Provided:** [Brief Description of Services]
- **Current Status:** Active

Please be advised that [Contractor Name] is not an employee of [Your Company Name]. As an independent contractor, they are responsible for their own taxes, insurance, and equipment. They perform services as defined by the terms of our mutual agreement.

If you require any further information or have additional questions, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title]

[Your Company Name]