Date:

Name of the employee:

Company’s name

**Subject: Employment verification for [X]**

To Whom It May Concern

This letter is being written to verify the employment of (mention the name of the employee). He/She has been employed in the company for more than 5 years in the information technology department. The salary is [X] per month.

Following are some supporting documents that are being attached to this letter:

1. Payslip for June
2. Wage
3. Tax return on the salary
4. Bank statement

If you want to know anything else about this matter, feel free to contact me at XXXXXX or email me on (mention your email)

Regards,

Name of the employee

Signatures

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