

# Employment Verification Letter for Visa

[Company Letterhead]

[City], [date]

To Whom It May Concern:

This is to certify that **[Employee's Name]** has been employed with our company, **[Company Name]**, since **[start date]**, and is currently serving in the position of **[job title]**.

The employee receives a monthly salary of **[amount]** under a **[permanent/temporary]** contract and maintains an active and stable employment relationship. Their main responsibilities include **[brief description of duties]**.

This letter is issued at the request of the employee to be presented as part of their visa application before the Embassy/Consulate of the United States.

Please feel free to contact me for any verification.

Sincerely,

---

**[Name and Title of Signatory]**

**[Phone / Email Contact]**