

[Your Company Letterhead]

[Date]

[Landlord's Name]

[Landlord's Address]

[City, State, ZIP Code]

Dear [Landlord's Name],

Re: Employment Verification for [Employee's Name]

This letter is to confirm that [Employee's Name] is employed at [Company Name] as a [Job Title] since [Employment Start Date]. [He/She/They] works [full-time/part-time] and earns a salary of [Salary/Hourly Rate].

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

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Company Address]

[City, State, ZIP Code]