

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Recipient's Name]  
[Recipient's Title]  
[Company/Organization Name]  
[Address]  
[City, State, Zip Code]

Subject: Income Verification for FHA Loan

Dear [Recipient's Name],

I am writing to request verification of my income as part of my application for an FHA loan. Below are the details necessary for the verification process:

**\*\*Applicant Information:\*\***

- Name: [Your Full Name]
- Social Security Number: [Your SSN]
- Address: [Your Current Address]
- Employment: [Your Current Employer]

**\*\*Income Details:\*\***

- Job Title: [Your Job Title]
- Employment Status: [Full-time/Part-time]
- Monthly Income: [Your Monthly Income]
- Length of Employment: [Duration at Current Job]

Please feel free to reach out to my employer, [Employer's Name], at [Employer's Phone Number] for further verification or additional information.

Thank you for your assistance in this matter. I look forward to your prompt response.

Sincerely,

[Your Name]