

[Your Company Letterhead]
[Date]
[Recipient's Name]
[Recipient's Title]
[U.S. Citizenship and Immigration Services (USCIS)]
[USCIS Address]
[City, State, Zip Code]
Subject: H-2A Visa Employment Letter for [Employee's Name]
Dear [Recipient's Name],
We are pleased to confirm the employment of [Employee's Name] for the
position of [Job Title] at [Your Company Name].
Position: [Job Title]
Start Date: [Start Date]
End Date: [End Date]
Work Location: [Work Location]
Number of Hours per Week: [Number of Hours]
Rate of Pay: [Hourly Rate or Salary]
Job Description:
[Briefly describe the job duties and responsibilities]
Employer Information:
Company Name: [Your Company Name]
Employer Address: [Your Company Address]
Contact Person: [Contact Person's Name]
Phone Number: [Contact Person's Phone Number]
Email: [Contact Person's Email]
We affirm that we are in compliance with all applicable U.S. labor laws
and regulations pertaining to H-2A employment.
Thank you for considering this application. Please feel free to contact
us for any additional information or clarification.
Sincerely,
[Your Name]
[Your Title]
[Your Company Name]
[Your Signature] (if sending a hard copy)
[Your Contact Information]