

[Your Company Letterhead]

[Date]

[Employee's Name]

[Employee's Address]

[City, State, Zip Code]

Subject: Employment Verification Letter for LX Visa

Dear [Employee's Name],

This letter is to verify your employment with [Company Name].

****Employee Details:****

- Name: [Employee's Name]

- Position: [Employee's Position]

- Department: [Department Name]

- Employment Start Date: [Start Date]

- Employment Status: [Full-time/Part-time]

****Job Description:****

[Brief description of the employee's job responsibilities and duties.]

****Salary Information:****

[Employee's Salary or Hourly Rate]

This employment verification is intended to support your application for an LX visa. If you require any further information or assistance, 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]

[Company Phone Number]

[Company Email Address]