

[Your Company Letterhead]

[Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Employment Confirmation for LZ Visa Application

We are pleased to confirm your employment with [Company Name], located at [Company Address].

Position: [Job Title]

Start Date: [Start Date]

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

Salary: [Annual Salary]

Your role will involve [brief description of job responsibilities], and you will report directly to [Manager/Supervisor's Name].

As part of your employment, we are supporting your application for the LZ visa. We affirm that your employment is integral to our operations and your skills are essential for our continued success.

Should you require any further information, please do not hesitate to contact us.

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Company Phone Number]

[Company Email Address]