

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

[Consulate/Embassy Name]
[Consulate/Embassy Address]
[City, State, Zip Code]

Subject: Employment Letter for [Nanny's Name] Visa Application

Dear Sir/Madam,

I am writing to confirm the employment of [Nanny's Name] as a nanny in my household. Below are the details pertinent to the application:

1. ****Employer's Information****:

- Full Name: [Your Full Name]
- Address: [Your Address]
- Contact Number: [Your Phone Number]

2. ****Employee's Information****:

- Full Name: [Nanny's Full Name]
- Nationality: [Nanny's Nationality]
- Job Title: Nanny

3. ****Employment Details****:

- Job Start Date: [Start Date]
- Job Duties: [List of Responsibilities]
- Working Hours: [Hours Per Week]
- Salary: [Amount per Week/Month]
- Benefits: [Details of any additional benefits]

4. ****Employment Duration****:

- [Indicate whether the role is permanent or temporary, and if temporary, the end date.]

I confirm that [Nanny's Name] will be responsible for the care of my children and will be treated as a valued member of our household.

Should you require any further information, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]