

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

Subject: Employment Verification Letter for [Nanny's Full Name]

Dear [Recipient's Name or "To Whom It May Concern"],

I am writing to confirm the employment of [Nanny's Full Name] as our nanny. [He/She/They] has been working with our family since [Start Date] and continues to be an integral part of our household.

Employment Details:

- Job Title: Nanny
- Employment Start Date: [Start Date]
- Employment Status: Full-time/Part-time
- Work Schedule: [e.g., Monday to Friday, 8 AM - 6 PM]
- Duties: [Brief description of duties, e.g., childcare, meal preparation, transportation, etc.]
- Salary: [Annual/Hourly Wage]

[Optional: Any additional details about the nanny's performance, skills, or family dynamics can be included here.]

We appreciate [Nanny's First Name]'s dedication and professionalism in caring for our children.

Should you require further information, please feel free 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]

[Your Relationship to the Nanny, e.g., Employer, Parent]