

[Your Company Letterhead]

[Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Subject: Employment Verification Letter for RZ Visa

Dear [Recipient Name],

This letter is to confirm that [Employee Name] is employed with [Company Name] as a [Job Title]. [He/She/They] has been with us since [Start Date] and is currently working on a [full-time/part-time] basis, with an employment contract that extends until [End Date, if applicable].

[Employee Name] is engaged in [brief description of job responsibilities and role within the company]. [His/Her/Their] dedication and skills contribute significantly to our team's success.

This employment is essential for the application of the RZ visa, and we fully support [Employee Name]'s efforts to secure this visa.

Should you require any further information, please do not hesitate 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]