

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Position]
[Recipient's Company/Organization]
[Company/Organization Address]
[City, State, ZIP Code]

Dear [Recipient's Name],

Subject: TN ID Letter for [Your Profession/Job Title]

I am writing to provide you with my TN ID letter as a part of my application under the United States-Mexico-Canada Agreement (USMCA) for TN status.

1. ****Applicant Information****

- Name: [Your Full Name]
- Citizenship: [Your Country]
- Profession/Job Title: [Your Job Title]
- Proposed Employment: [Company Name]

2. ****Details of Employment****

- Job Description: [Brief description of your job responsibilities]
- Duration of Employment: [Start Date] to [End Date or "Ongoing"]
- Location: [Job Location]

3. ****Educational Qualifications****

- Degree: [Your Degree]
- Field of Study: [Your Field]
- Institution: [Your University/College Name]
- Graduation Date: [Your Graduation Date]

I have enclosed copies of my supporting documents, including my degree certificate and resume, for your reference.

Thank you for your consideration. I look forward to your response.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]