

[Employer's Letterhead]

[Date]

[Employee's Name]

[Employee's Address]

[City, State, Zip Code]

U.S. Citizenship and Immigration Services

[Address of USCIS Office]

[City, State, Zip Code]

Subject: Verification of Employment for TN Visa Application

To Whom It May Concern,

I am writing to confirm the employment of [Employee's Name] at [Company Name], located at [Company Address]. [Employee's Name] has been employed with us since [Start Date] as a [Job Title].

[He/She] is currently engaged in [brief description of job duties and responsibilities relevant to TN visa category]. This role requires [mention any relevant qualifications or degrees, if applicable], ensuring [Employee's Name]'s alignment with TN visa requirements under [specific TN category, e.g., Engineer, Scientist].

Our company is a [brief description of the company, including its industry and mission]. We are committed to utilizing [Employee's Name]'s expertise to [describe how the employee will contribute to the company].

If you require any further information or verification regarding [Employee's Name]'s employment, please feel free to contact me at [Phone Number] or [Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Company Phone Number]

[Company Email Address]