

[Your Company Letterhead]

[Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

Subject: TN Visa Occupational Letter for [Employee's Name]

I am writing to confirm the employment of [Employee's Name] with [Company Name]. [Employee's Name] is applying for a TN visa under the occupation of [Occupation Title] as outlined by the United States-Mexico-Canada Agreement (USMCA).

[Company Name] is a [brief description of company, e.g., "leading technology firm specializing in software development"] located in [City, State]. We are committed to providing innovative solutions for our clients and seek professionals with specific expertise.

[Employee's Name] holds a [Degree] in [Field of Study] from [University Name] and has [number] years of experience in [related field or industry]. In [his/her/their] role as a [Employee's Job Title], [he/she/they] is responsible for [list key responsibilities and duties relevant to the TN occupation, e.g., "developing software applications, managing project timelines, and collaborating with team members to deliver high-quality products"].

[Employee's Name] possesses the necessary skills and qualifications for this role, including [list relevant skills/qualifications, e.g., "proficiency in programming languages, project management experience, and strong communication skills"]. [He/She/They] will contribute significantly to [specific project or company goals].

We believe that [Employee's Name]'s expertise aligns perfectly with our needs, and we fully support [his/her/their] application for a TN visa.

If you have any further questions or require additional 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 Name]

[Your Job Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

[Company Phone Number]

[Company Email Address]