

[Your Company Letterhead]

[Date]

U.S. Customs and Border Protection

[Office Address]

[City, State, ZIP Code]

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

Dear Sir/Madam,

I am writing to confirm the employment of [Employee's Name], who is applying for a TN visa under the [specific profession, e.g., "Management Consultant"]. [Employee's Name] has been employed with our organization, [Company Name], since [Start Date] in the capacity of [Job Title].

Position Details:

- **Job Title:** [Job Title]

- **Duties and Responsibilities:**

- [Briefly outline key duties and responsibilities (e.g., analyzing business processes, providing management advice, etc.)]

- [Include other relevant tasks and functions that validate the professional nature of the position.]

Qualifications:

[Employee's Name] holds a [Degree] in [Field of Study] from [University Name], which meets the educational requirements for the [specific profession]. [He/She/They] has [number] years of related experience, further demonstrating [his/her/their] expertise in this field.

Purpose of Employment:

The purpose of [Employee's Name]'s employment is to [explain the purpose of their role in the company and how it fits into the company's goals or operations].

Should you have any questions or require further 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]

[Your Phone Number]

[Your Email Address]