

[Your Company Letterhead]

[Your Name]

[Your Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Landlord's Name]

[Landlord's Address]

[City, State, Zip Code]

Dear [Landlord's Name],

I am writing to verify the employment of [Employee's Name], who has applied for rental at your property located at [Property Address].

Employee Details:

- Name: [Employee's Name]
- Position: [Employee's Job Title]
- Employment Start Date: [Start Date]
- Current Salary: [Salary]
- Employment Status: [Full-time/Part-time]

[Employee's Name] is a valued member of our team and has consistently demonstrated professionalism and reliability throughout their employment.

If you require any further information, please feel free to contact me at [Phone Number] or [Email Address].

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Title]

[Company Name]