

EMPLOYEE REQUESTED EMPLOYMENT VERIFICATION LETTER TEMPLATE

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RE: Proof of Personal Employment

Dear

I was asked to provide verification of my employment with
for the purpose of

Please confirm my employment with a formal letter addressed to the following contact
by the date of:

You have my permission to provide the following information to satisfy this request:

If you have any additional questions about this request, please contact me at:

Sincerely,

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